United Nations A/55/512

General Assembly

Distr.: General
23 October 2000

Original: English

Fifty-fifth session
Agenda item 128
Financing of the International Criminal Tribunal for the Prosecution of Persons Responsible for Genocide and Other Serious Violations of International Humanitarian Law Committed in the Territory of Rwanda and Rwandan Citizens Responsible for Genocide and Other Such Violations Committed in the Territory of Neighbouring States between 1 January and 31 December 1994

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Report of the Secretary-General*

Summary

The present report contains the 2001 resource requirements of the International Criminal Tribunal for the Prosecution of Persons Responsible for Genocide and Other Serious Violations of International Humanitarian Law Committed in the Territory of Rwanda and Rwandan Citizens Responsible for Genocide and Other Such Violations Committed in the Territory of Neighbouring States between 1 January and 31 December 1994.

* The delayed submission of the document is attributable to the extensive consultations that had to be carried out between Headquarters and the Tribunal prior to the finalization of the budget proposals, and to the need to carry out other high priority tasks.

00-70484 (E) 151100

The resources requested for the period from 1 January to 31 December 2001 amount to $95,056,600 gross ($86,616,600 net) and reflect an increase of $8,901,700 gross ($8,446,400 net) over the 2000 appropriation, including 81 additional new posts and the proposed transfer of a P-5 post from the budget of the International Tribunal for the Former Yugoslavia at The Hague to the budget for the International Criminal Tribunal for Rwanda in Arusha.

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I. Introduction

1. The International Criminal Tribunal for Rwanda was established by the Security Council in its resolution 955 (1994) of 8 November 1994, with the power, according to articles 2, 3 and 4 of its Statute, to prosecute persons responsible for genocide and other serious violations of international humanitarian law committed in the territory of Rwanda and Rwandan citizens responsible for genocide and other such violations committed in the territory of neighbouring States, between 1 January and 31 December 1994. In accordance with article 10 of its Statute, the Tribunal consists of the three organs, namely, the Chambers, the Prosecutor and the Registry.

2. In its resolution 54/240 A of 23 December 1999, the General Assembly appropriated, on a provisional basis, to the Special Account of the International Criminal Tribunal for Rwanda the amount of US$ 86,154,900 gross ($78,170,200 net) for the year 2000. In its resolution 54/240 B of 15 June 2000 on the financing of the Tribunal, the General Assembly confirmed the appropriation.

3. The achievements of the Tribunal to date include rendering the first seven judgements by an international court for the crime of genocide; calling high-ranking officials and former military commanders to judicial account for the first time in 50 years; breaking legal ground by defining rape in international law and ruling that rape could be a form of genocide; the conclusion of two agreements on enforcement of sentences between the United Nations and the Republic of Mali and the Republic of Benin, and continued progress in negotiations with a number of other countries; pioneering advocacy for the development of restitutive justice for victims of international crimes, thus contributing to the provision in the Rome Statute of the International Criminal Court for a trust fund for victims of crimes within the Court's jurisdiction; and initiating and developing solutions to issues of movement and protection of witnesses in a region with no prior history of witness protection.

4. A number of important events and developments in the work of the Tribunal took place in 2000. As of 6 August 2000, in the first judgement by the Appeals Chamber on a case completed in a Trial Chamber (*The Prosecutor* v. *Omar Serushago*), the Appeals Chamber confirmed the sentence of the accused. Additionally, two cases (*Georges Ruggiu* and *Alfred Musema*) were concluded in the Trial Chambers with the subsequent conviction of the two accused persons and with one of the accused (Georges Ruggiu) pleading guilty. The other important events of 2000 include another trial and its judgement, completion of which are expected shortly, and the transfers of four accused persons arrested in Europe and North America to the United Nations Detention Facility in Arusha.

5. A major event which has contributed to the overall direction of the judicial work of the Tribunal and its operations was the report of the Expert Group to Conduct a Review of the Effective Operation and Functioning of the International Tribunal for the Former Yugoslavia and the International Criminal Tribunal for Rwanda (see A/54/634). The Expert Group was established by the Secretary-General in response to General Assembly resolutions 53/212 and 53/213 of 18 December 1998 to conduct a review of the two international Tribunals.

6. The Expert Group reviewed the judicial work of the International Criminal Tribunal for Rwanda and concluded that, given the constraints to which they are subject, the operations and the functioning of the three organs of the Tribunal are reasonably effective in carrying out the missions mandated by the Security Council.

The Group made several recommendations with a view to enhancing the Tribunal's effective operation and functioning, in particular, expediting pre-trial, trial and appeal proceedings. Several of the recommendations have already been implemented. Nonetheless, the Expert Group recognized that the nature of Tribunal proceedings is complex, and thus those proceedings could not be transformed into short-term events.

7. In accordance with General Assembly resolution 54/240 A of 23 December 1999, the report of the Expert Group (A/54/634) and the note transmitting comments and observations of the International Tribunal for Rwanda and of the Secretary-General thereon, were submitted to the General Assembly through the Advisory Committee on Administrative and Budgetary Questions (A/54/850). The General Assembly in its resolution 54/240 B, took note of the report and comments thereon, including the observations and recommendations of the Advisory Committee (A/54/874), and requested the Secretary-General to transmit to the Security Council the report of the Expert Group together with the note of the Secretary-General. At the time of preparation of the present report, the Security Council has yet to take a decision on matters relating to changes to the Statute, namely, the expansion of the Appeals Chamber and the use of *ad litem* judges.

8. Every effort continues to be made by the Tribunal to expedite the pace of its judicial work. At the eighth plenary session of the Tribunal, held on 26 and 27 June 2000, amendments were made in the Tribunal's Rules of Procedure and Evidence. In that connection, the Trial Chambers have made strenuous efforts to eradicate the backlog of motions that had been affecting the pace of trials. Excessive motions were identified by the Expert Group as a major reason for delays in the judicial process. As a measure to address this problem, the Trial Chambers have ruled in a number of judicial decisions that fees should not be paid to defence counsel for motions that the Chambers deemed to be frivolous and an abuse of process.

9. The Trial Chambers also rendered decisions in 2000 on motions by the Prosecutor for joint trials, granting such motions in the "*Cyangugu*" case (three defendants), the "*Media*" case (three defendants) and the "*Military group*" case (four defendants), in addition to the "*Butare*" case (six defendants). The Prosecutor's motion for a global joinder in the "*Government*" case (eight defendants) was not granted for a number of legal reasons, and it is expected that joinders of smaller groups of senior members of the former Rwandan Government in custody will proceed to trial.

10. Thus, the Tribunal is now set for an active judicial calendar in 2001. All three Trial Chambers will be trying new cases from the last quarter of 2000, in addition to preparation of judgements in completed cases and decisions on motions. This heightened volume of judicial activity will have a ripple effect on the resource requirements of all three organs of the Tribunal in order to support the increase in the number of trials, especially joint trials, and the associated increase in the workload of the Trial Chambers and the Appeals Chamber.

11. The work of the Tribunal continues to grow as a result of continued progress in the successful tracking down and arrest of additional suspects, securing indictments against them and preparing cases for trial. The Prosecutor's success in obtaining joint trials is accompanied by a corresponding determination to commence trials and see them to a conclusion. All trial attorneys, previously located in Kigali, have been

assigned to the seat of the Tribunal on a permanent basis and provided with full office accommodation in Arusha.

12. The present report details the requirements of the Tribunal for 2001 to enable it to fulfil its mandate effectively. The overall level of resources proposed for the year 2001 amounts to $95,056,600 gross ($86,616,600 net), and reflects an increase of $8,901,700 gross (10.3 per cent) over the amount approved for 2000. The level of post requirements reflects the continuation of 810 posts, the proposed addition of 81 new posts and the transfer of one P-5 post from the budget of the International Tribunal for the Former Yugoslavia (ITFY) at The Hague to that of the International Criminal Tribunal for Rwanda (ICTR) in Arusha. The level of resource requirements also includes other objects of expenditure, reflecting, inter alia, the requirements in connection with the functioning of three Trial Chambers, stepped-up activities in investigations, arrest and transfer of detainees, as well as major enhancements envisaged for the delivery of support services. The resource requirements also reflect the parameters used for calculating standard salary costs as well as exchange rates, post adjustment multiplier and vacancy rates. The budgetary assumptions are presented in annex I to the present report. Information on requests and justifications for new posts is presented in annex II; a monthly incumbency report for 2000 in Annex III; equipment requirements in annex IV; workload indicators in annex V; voluntary contributions and Trust Fund activities in annex VI; actions taken on recommendations of the Advisory Committee and other oversight bodies in annex VII; Organigrammes in annex VIII; estimated additional annual resource requirements for financing additional two appeals judges in annex IX; and financing of the Tribunal in annex X.

13. The estimated percentage distribution of the total resources of the Tribunal in 2001 would be as follows:

	Assessed budget	*Extrabudgetary*
	(Percentage)	
Chambers	2.1	-
Office of the Prosecutor	25.2	12.1
Registry	72.7	87.9
Total	**100.0**	**100.0**

Table 1
Summary of requirements
(Thousands of United States dollars)

(1) Assessed budget

	(a) 1999 expenditures	*(b) 2000 appropriations*	*(c) 2001 estimates*	*(d) Resource change (c)-(b)*	*(e) Percentage change (d) (b)*
Expenditure section	70 111.6	86 154.9	95 056.6	8 901.7	10.3
Income section (staff assessment)	5 955.0	7 984.7	8 440.0	455.3	5.7
Total (net)	**64 156.6**	**78 170.2**	**86 616.6**	**8 446.4**	**10.8**

(2) Extrabudgetary resources

	(a) 1999 expenditures	*(b) 2000 estimates*	*(c) 2001 estimates*	*(d) Resource change (c)-(b)*	*(e) Percentage change (d) (b)*
Substantive activities	3 497.7	967.0	619.0	(348.0)	(36.0)
Total (net)	**3 497.7**	**967.0**	**619.0**	**(348.0)**	**(36.0)**
Total (1) and (2) (net)	**67 654.3**	**79 137.2**	**87 235.6**	**8 098.4**	**10.2**

Table 2

Summary of requirements by object of expenditure

(Thousands of United States dollars)

(1) Assessed budget

	(a) 1999 expenditures	*(b) 2000 appropriations*	*(c) 2001 estimates*	*(d) Resource change (c)-(b)*	*(e) Percentage change (d)/(b)*
Expenditure					
Posts (net of staff assessment)	43 917.8	54 554.9	61 322.2	6 767.3	12.4
Other staff costs	2 237.0	1 800.0	1 800.0	-	-
Salaries and allowances of Judges (including common costs)	1 756.8	1 678.3	1 676.1	(2.2)	(0.1)
Consultants and experts	428.5	397.0	446.5	49.5	12.5
Travel	1 681.2	1 579.6	1 662.7	83.1	5.3
Contractual services	5 105.0	7 400.0	7 931.8	531.8	7.2
General operating expenses	3 337.9	5 598.5	6 275.2	676.7	12.1
Hospitality	11.0	4.0	4.0	-	-
Supplies and materials	1 484.9	1 437.2	1 575.8	138.6	9.6
Furniture and equipment	3 555.7	2 624.7	2 680.9	56.2	2.1
Construction, alterations, improvements and major maintenance	550.7	956.0	1 025.4	69.4	7.3
Grants and contributions	90.1	140.0	216.0	76.0	54.3
Staff assessment	5 955.0	7 984.7	8 440.0	455.3	5.7
Total expenditures (gross)	**70 111.6**	**86 154.9**	**95 056.6**	**8 901.7**	**10.3**
Income					
Staff assessment	5 955.0	7 984.7	8 440.0	455.3	5.7
Total requirements (net)	**64 156.6**	**78 170.2**	**86 616.6**	**8 446.4**	**10.8**

(2) Extrabudgetary resources

	(a) 1999 expenditures	*(b) 2000 estimates*	*(c) 2001 estimates*	*(d) Resource change (c)-(b)*	*(e) Percentage change (d) (b)*
Expenditure					
Posts (net of staff assessment)	351.8	-	-	-	-
Other staff costs	-	40.0	71.8	31.8	79.5
Consultants and experts	18.4	170.5	66.5	(104.0)	(61.0)
Travel	117.5	165.0	66.7	(98.3)	(59.6)
Contractual services	1 684.7	10.0	-	(10.0)	(100.0)
General operating expenses	1 235.4	260.0	299.0	39.0	15.0
Supplies and materials	-	7.5	22.5	15.0	200.0
Furniture and equipment	75.9	274.0	72.5	(201.5)	(73.5)
Construction/alterations/improvements to premises	-	20.0	-	(20.0)	(100.0)
Fellowships, grants and contributions	14.0	20.0	20.0	-	-
Total (net)	**3 497.7**	**967.0**	**619.0**	**(348.0)**	**(36.0)**
Total (a) and (b) (net)	**67 654.3**	**79 137.2**	**87 235.6**	**8 098.4**	**10.2**

Table 3
Post requirements

	Assessed budget			*Extrabudgetary resources*			*Total*	
	2000	*2001*	*Change*	*2000*	*2001*	*Change*	*2000*	*2001*
Professional category and above								
ASG	1	1	-	-	-	-	1	1
D-2	1	1	-	-	-	-	1	1
D-1	4	4	-	-	-	-	4	4
P-5	24	27	3	-	-	-	24	27
P-4	64	70	6	-	-	-	64	70
P-3	135	152	17	-	-	-	135	152
P-2/1	97	101	4	-	-	-	97	101
Subtotal	**326**	**356**	**30**	**-**	**-**	**-**	**326**	**356**
General Service and related categories								
Principal level	6	6	-	-	-	-	6	6
Other level	140	162	22	-	-	-	140	162
Field Service	24	24	-	-	-	-	24	24
Security	82	82	-	-	-	-	82	82
Security (local)	62	65	3	-	-	-	62	65
Local level	170	197	27	-	-	-	170	197
Subtotal	**484**	**536**	**52**	**-**	**-**	**-**	**484**	**536**
Total	**810**	**892**	**82**	**-**	**-**	**-**	**810**	**892**

II. Programme of work and resource requirements

A. The Chambers

Table 4
Summary of requirements by object of expenditure[a]
(Thousands of United States dollars)

	(a) 1999 expenditures	(b) 2000 appropriations	(c) 2001 estimates	(d) Resource change (c)-(b)	(e) Percentage change (d) (b)
Expenditure					
Posts (net of staff assessment)	–	–	–	–	–
Salaries and allowances of judges (including common costs)	1 756.8	1 678.3	1 676.1	(2.2)	(0.1)
Travel	76.6	90.0	122.8	32.8	36.4
Staff assessment	–	–	–	–	–
Total expenditures (gross)	**1 833.4**	**1 768.3**	**1 798.9**	**30.6**	**1.7**
Income					
Staff assessment	–	–	–	–	–
Total requirements (net)	**1 833.4**	**1 768.3**	**1 798.9**	**30.6**	**1.7**

[a] Requirements for judicial and administrative support appear under the Registry.

14. The Chambers constitute the judicial organ of the Tribunal and are composed of nine trial judges and five appeals judges. The Appeals Chamber, located in The Hague, is also the Appeals Chamber for the International Tribunal for the Former Yugoslavia. The jurisdiction of the Tribunal extends to natural persons responsible for genocide and other serious violations of international humanitarian law committed in the territory of Rwanda and Rwandan citizens responsible for genocide and other such violations committed in the territory of neighbouring States between 1 January and 31 December 1994.

15. At the seventh and eighth plenary sessions, held from 18 to 22 February and 26 to 27 June 2000 respectively, the plenary of judges adopted certain amendments to the existing Rules of Procedure and Evidence, with a view to expediting pre-trial and trial proceedings. Rule 19 was amended to confer upon the President of the Tribunal the authority to issue Practice Directions, in consultation with the Bureau, the Prosecutor and the Registrar. These Practice Directions, consistent with the provisions of the Statute and the Rules, address detailed aspects of the conduct of pre-trial and trial proceedings before the Tribunal. It is envisaged that this amendment will confer upon the Tribunal the flexibility to regulate the criminal proceedings in individual cases, in the light of their own unique problems and obstacles.

16. The plenary also amended rules 50 and 72, by reducing the prescribed time limits therein from 60 days to 30 days, with a view to reducing the lengthy delays in the proceedings. Rule 73 was also amended and now provides a time limit within

which parties may file their responses to motions. With this amendment, the Trial Chamber has also been conferred the authority to impose sanctions on counsel for all motions filed that, in the opinion of the Chamber, are frivolous or an abuse of the due process. When the Trial Chamber determines that the motion filed by a counsel is frivolous or an abuse of due process, it may impose sanctions, which may include non-payment by the Tribunal of the counsel's fees, either in whole or in part.

17. The plenary also adopted rule 107 bis, which confers on the presiding judge of the Appeals Chamber the authority to issue Practice Directions, addressing detailed aspects of the conduct of proceedings before the Appeals Chamber, after having consulted with the President of the Tribunal. The amendments to rule 72 and the adoption of rules 107 and 108 bis will expedite proceedings before the Appeals Chamber and, in the case of interlocutory appeals, will eradicate undue delay in cases pending before the Trial Chamber.

18. The Appeals Chamber has rendered one judgement, following an appeal of a judgement handed down by the Trial Chamber. The Appeals Chamber has also rendered 48 decisions following interlocutory appeals. The Appeals Chamber has 13 pending interlocutory appeals, 5 appeals pending from judgements and 2 motions for review. Three decisions on interlocutory appeals are likely to be delivered in 2000.

19. The Trial Chambers have so far rendered seven judgements, involving eight persons. Four judgements were rendered after trial and involved five accused, while three judgements were rendered after guilty pleas and involved three accused. Two additional judgements were rendered in 2000. One trial is scheduled to be completed, with the judgement to be rendered later in 2000. Three trials involving seven accused persons are scheduled to commence in September and October 2000, with the trials expected to be completed and the judgements rendered in the latter half of 2001. A trial involving two accused is scheduled to commence in January 2001. In addition, it is anticipated that a trial involving one accused is expected to commence in November 2000; another involving four accused is expected to commence in March 2001; and yet another trial involving five accused is expected to commence in the latter half of 2001.

20. The Chambers are supported by legal officers, jurist linguists, legal assistants and bilingual secretaries supervised by the Chief of the Chambers Support Section of the Registry. All relevant posts for 2001, including the one P-3 post for Special Assistant to the President, nine P-2 posts for Legal Assistants and nine General Service (Other level) posts for bilingual secretaries are shown under the requirements of the Registry in order to reflect the actual line of supervision which was put into effect in 1999. The appeals judges at The Hague are also provided with necessary legal support for their functions in respect of the International Criminal Tribunal for Rwanda.

21. During the plenary session held in Arusha in February 2000, the ICTR appeals judges and trial judges unanimously supported recommendation 20 of the Expert Review Group relating to the enlargement of the Appeals Chamber by two additional judges. The judges also unanimously agreed that the two additional judges for the Appeals Chamber shall be drawn from the pool of existing ICTR trial judges and that they will serve at The Hague as members of the ICTY and ICTR Appeals Chamber. The judges also supported recommendation 21 of the Expert Group to employ a pool of *ad litem* judges to address heavy caseloads, long trial periods, or to fill vacancies occasioned by the inability of judges to serve.

22. The enlargement of the Appeals Chamber would require a decision of the Security Council to amend the Statute. Pending the decision of the Security Council on revising the Statute, requirements for the funding of the implementation of relevant recommendations regarding the Appeals Chamber appear in annex IX to the present report.

1. Activities

23. During the year 2001, the following activities will be undertaken:

(a) Trial Chambers: initial appearances, pre-trial motions, status conferences, interlocutory motions, trials, sentencing hearings, rule 61 hearings and deferrals and participation at one plenary meeting;

(b) Appeals Chamber: interlocutory appeals, appeals of judgements and sentences and one plenary meeting;

(c) Other judicial activities: review and confirmation of indictments, rule 40 bis decisions, issuance of warrants and orders not assigned to Trial Chambers;

(d) Report of the President to the Security Council and the General Assembly, special reports to the Security Council, as necessary;

(e) Adoption or approval of rules, directives and records of the Tribunal:

i. Rules of Procedure and Evidence;

ii. Directive on assignment of defence counsel;

iii. Code of professional conduct for defence lawyers appearing before the Tribunal;

iv. Rules of detention;

v. Basic documents;

vi. Yearbook;

vii. Publication of opinions, decisions and judgements of trial proceedings: the Trial Chambers are responsible for supervising the legal research and the preparation of legal documents for issuance in both working languages of the Tribunal.

2. Resource requirements

Salaries and allowances of judges

24. The estimated requirements, amounting to $1,676,100, include the following:

(a) Annual salary for nine judges at $160,000 each ($1,440,000);

(b) Special allowance of $15,000 per annum for the President of the Tribunal;

(c) A special allowance for the Vice-President of $94 for each day that he acts as President, up to a maximum of $9,400 per annum;

(d) Common costs of judges, amounting to $211,700, to cover the pensions of two retired judges ($46,300), education grants ($103,900) and home leave/education grant travels as relevant ($61,500).

Travel

25. The estimated requirements of $122,800, including an increase of $32,800 relating to travel of judges for consultation with ITFY and appeals judges, on implementation of the recommendations of the Expert Group, would provide for the following:

(a) Travel of the President to New York for consultations with the Secretary-General and to present her annual report to the General Assembly and the Security Council ($12,100);

(b) Travel of the President and the other eight judges to Kigali ($4,200);

(c) Travel of the Appeals Chamber to Arusha to hear cases ($47,100);

(d) Travel of the Appeals Chamber to attend one plenary session at Arusha during the year ($26,600);

(e) Travel of judges for a meeting with ITFY and appeals judges to assess the effectiveness of the implementation of the recommendations made by the Expert Group ($32,800).

B. Office of the Prosecutor

Table 5
Summary of requirements by object of expenditure[a]
(Thousands of United States dollars)

(1) Assessed budget

	(a) 1999 expenditures	*(b) 2000 appropriations*	*(c) 2001 estimates*	*(d) Resource change (c)-(b)*	*(e) Percentage change (d) (b)*
(a) Expenditure					
Posts (net of staff assessment)	14 747.8	18 120.1	20 312.4	2 192.3	12.1
Consultants and experts	69.1	193.8	195.1	1.3	0.7
Travel	963.5	888.7	938.7	50.0	5.6
General operating expenses	41.5	388.0	388.0	–	–
Staff assessment	2 017.6	2 845.9	3 025.3	179.4	6.3
Total (gross)	**17 839.5**	**22 436.5**	**24 859.5**	**2 423.0**	**10.8**
(b) Income					
Staff assessment	2 017.6	2 845.9	3 025.3	179.4	6.3
Total requirements (net)	**15 821.9**	**19 590.6**	**21 834.2**	**2 243.6**	**11.5**

(2) Extrabudgetary resources

	(a) 1999 expenditures	(b) 2000 estimates	(c) 2001 estimates	(d) Resource change (c)-(b)	(e) Percentage change (d) (b)
Expenditure					
Posts (net of staff assessment)	277.6	–	–	–	–
Other staff costs		30.0		(30.0)	(100)
Consultants and experts	–	40.0	–	(40.0)	(100)
Travel	–	–	–	–	–
Contractual services	–	–	–	–	–
General operating expenses	–	20.0	–	(20.0)	(100)
Supplies and materials	–	2.5	2.5	–	–
Furniture and equipment	–	184.5	72.5	(112.0)	(60.7)
Construction, alterations and improvements to premises	–	–	–	–	–
Fellowships, grants and contributions	–	–	–	–	–
Total (net)	**277.6**	**277.0**	**75.0**	**(202.0)**	**(72.9)**
Total (1) and (2) (net)	**16 099.5**	**19 867.6**	**21 909.2**	**2 041.6**	**10.3**

[a] Requirements.

Table 6
Post requirements

	Temporary posts						
	Assessed budget			*Extrabudgetary resources*		*Total*	
	2000	*2001*	*Change*	*2000*	*2001*	*2000*	*2001*
Professional category and above							
D-2	1	1	0	–	–	1	1
D-1	2	2	0	–	–	2	2
P-5	13	15	2	–	–	13	15
P-4	34	36	2	–	–	34	36
P-3	66	70	4	–	–	66	70
P-2/1	48	52	4	–	–	48	52
Subtotal	**164**	**176**	**12**	**–**	**–**	**164**	**176**
General Service category							
Principal level	–	–		–	–	–	–
Other level	33	38	5	–	–	33	38
Local level	–	1	1	–	–	–	1
Subtotal	**33**	**39**	**6**	**–**	**–**	**33**	**39**
Total	**197**	**215**	**18**	**–**	**–**	**197**	**215**

26. The Office of the Prosecutor is the organ of the Tribunal responsible for investigating and prosecuting persons found guilty of crimes defined in articles 2, 3 and 4 of the Statute. The Prosecutor serves both the International Tribunal for the Former Yugoslavia as well as the International Criminal Tribunal for Rwanda. The Prosecutor is responsible for setting the policy and for overall executive direction of the work of the Office of the Prosecutor. The Prosecutor is based in The Hague and the Deputy Prosecutor and the staff of the Office of the Prosecutor are based in Kigali and Arusha. The Deputy Prosecutor is responsible for the management of the activities of the Office and for implementing policies and strategies as directed by the Prosecutor. As the highest-ranking Tribunal official in Rwanda, the Deputy Prosecutor is also responsible for maintaining relations with the host Government and for obtaining the support and assistance of States in the conduct of the work of the Office.

27. The Office of the Prosecutor is structured to reflect the two main activities of its work, namely, conducting investigations and prosecutions. The Office is organized in two divisions: the Investigations Division and the Prosecution Division.

28. The Investigations Division is headed by the Chief of Investigations and is organized into teams working under the supervision of four Investigations Commanders. The teams investigate, inter alia, individuals associated with the Government, the military and political parties that were involved in the events of 1994, as well as areas of activity such as intelligence and tracking, sexual assault, the media and financing.

29. With the appointment of a new Chief of Investigations in May 2000, a major restructuring of the Division was initiated. In line with the reorganization, new units with individual responsibilities were established and previous units were renamed and restructured to include expanded responsibilities.

30. The Intelligence Tracking Unit, one of the principal units of the Division, was established in 1997 to develop leads for targets and high-level witnesses and to handle sensitive sources of information, including confidential informants. In the past three years, the Unit has had notable success. One of its operations, "Operation Naki", for example, resulted in the arrest of nine suspects and accused individuals. In 1999, the Unit played a key role in the arrest of eight individuals, following intelligence and tracking operations conducted in Kenya, South Africa, Cameroon, the United Republic of Tanzania and France. From January to June 2000, the Unit was instrumental in the arrest of four accused persons located in Belgium, the United Kingdom of Great Britain and Northern Ireland, Denmark and France.

31. Since its creation, the Intelligence Tracking Unit has been directly responsible for the arrest of almost 70 per cent or 29 of the detainees currently held in custody. Five of these arrests took place in Europe, while the remaining 24 took place in nine different countries in Africa.

32. Investigations conducted against the genocide fugitives has demonstrated the importance of financial tracking and the necessity to have qualified collaborators. The investigations conducted in Europe are becoming increasingly complex, requiring larger teams of investigators and prolonged periods of time spent in Europe.

33. The Chief of Prosecutions manages the Prosecution Division, which is composed of the Trial Section and the Legal Advisory Group. The Legal Advisory Group has two units, namely, the Investigations Legal Advisory Unit and the Prosecutions Legal Advisory Unit. The Chief of Prosecutions and the Trial Section are now entirely located in Arusha, in anticipation of heightened court activity in the current and coming years.

34. In the first four months of 2000, eight persons were indicted in two joint indictments. Of these, four were arrested in France, Belgium, the United Kingdom and Denmark. In addition, the long-awaited transfer of Pastor Elizaphan Ntakirutimana from the United States of America was completed in March 2000. Ntakirutimana, the first religious leader to appear before the Tribunal in connection with the Rwandan genocide, had challenged his transfer in the United States courts. In March 2000, Jean de Dieu Kamuhanda, the former Minister of Education, Science and Culture, was transferred from France. Similarly, General Augustine Ndindiliyimana, ex-Chief of Staff of the Gendarmerie, was transferred from Belgium in April 2000, and François-Xavier Nzuwonemeye from France in May 2000. It is anticipated that eight more arrests and/or transfers are expected to be carried out in the course of 2000.

35. The main judicial activities in 2000 have been the judgement and sentence to life imprisonment of Alfred Musema on 27 January 2000; the trial of Ignace Bagilishema; the rendering of interlocutory appeal decisions in the cases of Jean Bosco Barayagwiza and Laurent Semanza, and the guilty plea and sentencing of Georges Ruggiu. Appeals hearings in the case of Jean Kambanda, former Prime Minister of the interim Government of Rwanda, were held in June 2000. The Prosecutor's motions requesting leave to join accused in single trials have been granted, and a trial involving three accused (Bagambiki, Imanishimwe, Ntagerura) was scheduled to begin in August 2000. Another trial involving three accused (Barayagwiza, Nahimana, Ngeze) was scheduled to commence in September 2000. It is anticipated that the Trial Chambers will also hear and render decisions on pre-trial motions.

36. The Office of the Prosecutor expects to have the greatest amount of trial work in the year 2001. In the near future, multiple-defendant trials are likely to become more common. Trials of the highest-level accused are expected to take place. Within the major investigations of the genocide, the investigation teams will continue to focus on the governmental, political and military structures. In 2000, the Intelligence Tracking Unit expanded its activities in order to assist the investigation teams in tracking documentation and witnesses and expanding contacts with national police authorities.

37. The two divisions are supported by the Evidence and Information Support Unit, which is responsible for developing the systems and procedures for organizing and storing the evidence and for access by investigators and prosecutors. The Unit is also responsible for chain-of-custody of evidence.

1. Activities

38. The activities of the Office of the Prosecutor in 2001 will be as follows:

(a) *Substantive activities*

(i) Investigations

a. In the light of the applicable rules of procedure and evidence, investigations are conducted with due regard for the rights of the suspect and the accused;

b. In the conduct of investigations, the Prosecutor may question suspects, victims and witnesses and record their statements, collect evidence and conduct on-site investigations;

c. The Office undertakes other necessary measures for completing investigations, including special measures for the protection of witnesses and informants, and may request the assistance of any State authority concerned or the International Criminal Police Organization — Interpol and request such orders as may be necessary from a Trial Chamber or a judge;

(ii) Prosecutions

a. Pre-trial procedures brought by the Prosecutor before a Trial Chamber or a judge include orders and warrants, which involve summonses, subpoenas, warrants of arrest and transfer orders;

b. Once a person is indicted, the Prosecutor attends initial appearances and status conferences, initiates preliminary motions or responds to preliminary motions from the defence and discloses evidential material under rule 66 of the Rules of Procedure and Evidence;

c. Prosecution of trials is undertaken in accordance with part six of the Rules, with due care that appearances by prosecution witnesses requiring anonymity are accorded every measure to that end;

(b) *Support activities*. Support to investigators and prosecuting attorneys involves custody of evidential material collected by investigators, archiving of the materials and maintenance of a database on evidence in order to support the investigators and prosecuting attorneys. Other functions involve maintenance of a strong room with facilities for disclosure to defence counsel in accordance with the Rules of Procedure and Evidence.

2. Resource requirements

Posts

39. The estimated requirements in the amount of $20,312,400 represent the total cost of 197 continuing temporary posts and reflect a resource growth of $2,192,300 net, resulting from the net effect of the application of new standard costs ($1,188,700), the proposed 17 new temporary posts to support the increased number of trials and appeals ($804,700), the relocation of 10 posts in the Prosecution Division from Kigali to Arusha and of one P-5 post from the ITFY budget in The Hague to the ICTR budget in Arusha ($198,900). The increase in the requirements for the Office of the Prosecutor relate to the establishment of the Appeals Unit in Arusha and the strengthening of the Investigations Division to achieve greater effectiveness in ongoing investigations, particularly in relation to sexual crimes and financial tracking. Details and justifications for the new posts proposed are provided in annex II to the present report. A summary of the proposed new posts by functional title is presented below.

Office of the Prosecutor

Summary of new and redeployed posts by functional title

	Professional category and above						*General Service and related categories*			
	D-1	*P-5*	*P-4*	*P-3*	*P-2*	*Subtotal*	*OL*	*LL*	*Subtotal*	*Total*
Investigations Division										
Office of the Chief of Investigations										
Financial reviewer[a]				1		1				1
Investigations teams 1-9										
Investigators/criminal analysis				2		2				2
Sexual assault investigators					2	2				2
Intelligence and Tracking Teams										
Investigator (financial tracking)				1		1				1
Financial reviewer[a]				(1)		(1)				(1)
Prosecution Division										
Office of Chief of Prosecutions (Arusha)										
Chief of Prosecutions[a]	1					1				1
Bilingual secretary[a]							1		1	1
Office of Chief of Prosecutions (Kigali)										
Chief of Prosecutions[a]	(1)					(1)				(1)
Bilingual secretary[a]							(1)		(1)	(1)
Trial Section (Arusha)										
Senior trial attorney		1				1				1
Trial attorney			1			1				1
Assistant trial attorney				1		1				1
Case manager					1	1				1
Bilingual secretaries							5		5	5
Legal Advisory Group										
Investigations Legal Advisory Unit										
Legal officers (Kigali)[a]			(4)	(4)		(8)				(8)
Legal officers (Arusha)[a]			4	4		8				8
Prosecution Legal Advisory Unit (Arusha) — (new)										
Senior appeals counsel (relocated from ITFY)[a]		1				1				1
Legal adviser			1			1				1
Associate legal officer					1	1				1
Secretary								1	1	1
Total proposed new temporary posts		**2**	**2**	**4**	**4**	**12**	**5**	**1**	**6**	**18**

[a] Redeployed.

Consultants and experts

40. An estimated $195,100, including an increase of $1,300, is requested for consultants and experts, as follows:

(a) Experts will be required to assist the prosecution either as witnesses to appear before the court or to assist in evaluating the testimony of expert witnesses for the defence. Expert witnesses are recognized specialists in their field and have given testimony on such matters as the general historical, political and military context of the conflict in Rwanda or have given medical testimony regarding forensic findings. The estimate, based on six trials in 2001, provides for an average of four expert witnesses staying at Arusha approximately seven days per trial for six trials, at a fee of $200 per day ($33,600), plus travel and subsistence expenses ($71,100);

(b) Consultants to analyse materials or undertake specific studies on trial-related issues will be required to undertake work related to: (i) sexual violence and mental harm, (ii) command responsibility in the armed forces and (iii) sociolinguistic analysis of media material and the de jure and de facto responsibilities of government officials at both national and prefectoral levels. Services of six short-term consultants will be required for a period of 35 days at a fee of $200 per day ($42,000), plus travel and subsistence expenses ($38,400);

(c) A provision of $10,000 is requested for forensic and logistic work, which needs to be done on a case-by-case basis through short-term services of consultants.

Travel

41. Resources of $938,700, reflecting an increase of $50,000 based on expenditure patterns and the increased level of anticipated investigation missions in 2001, are requested for the following:

(a) Travel for investigations ($312,900). This amount is intended for travel of all investigation teams except for the intelligence tracking teams within Rwanda, to neighbouring countries, to Europe, North America and the Middle East. Within Rwanda, teams comprising two to three investigators would be accompanied by a translator, a driver and one or two international security officers for a period of three to four days. For travel outside Rwanda, two investigators are required each time to question witnesses and suspects residing abroad. Provision for travel from Kigali to Arusha by investigators is required to assist the trial teams with the preparation of evidence and/or testimony. The requested resources provide for 400 trips within Rwanda and 73 outside the country;

(b) Travel of the tracking teams ($299,500), involving the travel of teams of up to four investigators working on the same mission in pursuit of investigation targets or indicted persons. Their travel encompasses extended stays at destinations outside Rwanda, often for long stretches at a time, to maintain surveillance of their targets. Tracking operations are usually completed when a Member State is asked, pursuant to a warrant of arrest and an appropriate court order, to arrest persons for the Tribunal. Following the arrest, the Registry takes over the arrangements for the transfer to Arusha of the arrested persons;

(c) Travel of the Prosecutor and the staff at The Hague, the Deputy Prosecutor, the trial teams and appeals counsel and staff of the Office of the

Prosecutor at Kigali ($326,300). Some travel of the Prosecutor on behalf of the Tribunal relates to representational travel with government officials and attendance at other meetings. Other travel of the Prosecutor involves visits to Arusha for participation in the plenary session and consultations with the Registrar and judges; and visits to Rwanda for consultations with government officials and senior staff of the Office. The Deputy Prosecutor is requested to travel to The Hague, to New York, and to attend high-level governmental meetings to obtain agreements concerning cooperation with Governments. Travel to New York relates to budget reviews. Legal advisers travel to Arusha to attend court proceedings for limited periods of time while members of prosecuting teams, stationed in Arusha, travel to Kigali to render periodic reports to the Deputy Prosecutor. The appeals counsel and staff also need to travel to The Hague and Kigali to consult with the Prosecutor and Deputy Prosecutor on appeals-related issues.

General operating expenses

42. A provision of $388,000, at the maintenance level, is requested for the operational expenses of the Intelligence Tracking Unit. The investigators of the Unit deal with agents or sources entailing special protective measures, including relocation to other countries, as well as information, communications and subsistence expenses.

Staff assessment

43. Staff assessment costs and related income for the proposed staffing table of the Office of the Prosecutor are estimated at $3,025,300.

C. Registry

Table 7
Summary of requirements by object of expenditure
(Thousands of United States dollars)

(1) Assessed budget

	(a) 1999 expenditures	(b) 2000 appropriations	(c) 2001 estimates	(d) Resource change (c)-(b)	(e) Percentage change (d)/(b)
(a) Expenditure					
Posts (net of staff assessment)	29 170.0	36 434.8	41 009.8	4 575.0	12.6
Other staff costs	2 237.0	1 800.0	1 800.0	-	-
Consultants and experts	359.4	203.2	251.4	48.2	23.7
Travel	641.1	600.9	601.2	0.3	-
Contractual services	5 105.0	7 400.0	7 931.8	531.8	7.2
General operating expenses	3 296.4	5 210.5	5 887.2	676.7	13.0
Hospitality	11.0	4.0	4.0	-	-
Supplies and materials	1 484.9	1 437.2	1 575.8	138.6	9.6
Furniture and equipment	3 555.7	2 624.7	2 680.9	56.2	2.1
Construction, alterations, improvements and major maintenance	550.7	956.0	1 025.4	69.4	7.3
Grants and contributions	90.1	140.0	216.0	76.0	54.3
Staff assessment	3 937.4	5 138.8	5 414.7	275.9	5.4
Total (gross)	**50 438.7**	**61 950.1**	**68 398.2**	**6 448.1**	**10.4**
(b) Income					
Staff assessment	3 937.4	5 138.8	5 414.7	275.9	5.4
Total (net)	**46 501.3**	**56 811.3**	**62 983.5**	**6 172.2**	**10.9**

(2) Extrabudgetary resources

	(a) 1999 expenditures	(b) 2000 estimates	(c) 2001 estimates	(d) Resource change (c)-(b)	(e) Percentage change (d)/(b)
Expenditure					
Temporary posts	74.2	-	-	-	-
Other staff costs	-	10.0	71.8	61.8	618.0
Consultants and experts	18.4	130.5	66.5	(64.0)	(49.0)
Travel	117.5	165.0	66.7	(98.3)	(59.6)
Contractual services	1 684.7	10.0	-	(10.0)	(100.0)
General operating expenses	1 235.4	240.0	299.0	59.0	24.6

	(a) 1999 expenditures	(b) 2000 estimates	(c) 2001 estimates	(d) Resource change (c)-(b)	(e) Percentage change (d) (b)
Supplies and materials	-	5.0	20.0	15.0	300.0
Furniture and equipment	75.9	89.5	-	(89.5)	(100.0)
Construction, alterations and improvements to premises	-	20.0	-	(20.0)	(100.0)
Fellowships, grants and contributions	14.0	20.0	20.0	-	-
Total (net)	**3 220.1**	**690.0**	**544.0**	**(146.0)**	**(21.2)**
Grand total (a) and (b) (net)	**49 721.4**	**57 501.3**	**63 527.5**	**6 026.2**	**10.5**

Table 8
Post requirements

	Temporary posts							
	Assessed budget			Extrabudgetary resources			Total	
	2000	2001	Change	2000	2001	Change	2000	2001
Professional category and above								
Assistant Secretary-General	1	1	-	-	-	-	1	1
D-2	-	-	-	-	-	-	-	-
D-1	2	2	-	-	-	-	2	2
P-5	11	12	1	-	-	-	11	12
P-4	30	34	4	-	-	-	30	34
P-3	69	82	13	-	-	-	69	82
P-2/1	49	49	-	-	-	-	49	49
Subtotal	**162**	**180**	**18**	-	-	-	**162**	**180**
General Service and related categories								
General Service (Principal level)	6	6	-	-	-	-	6	6
General Service (Other level)	107	124	17	-	-	-	107	124
Field Service	24	24	-	-	-	-	24	24
Security Service	82	82	-	-	-	-	82	82
Security Service (local)	62	65	3	-	-	-	62	65
Local level	170	196	26	-	-	-	170	196
Subtotal	**451**	**497**	**46**	-	-	-	**451**	**497**
Total	**613**	**677**	**64**	-	-	-	**613**	**677**

44. Pursuant to article 16 of the Statute of the Tribunal, the Registry is responsible, under the overall direction of the Registrar, for the administration and servicing of the Tribunal. The Registrar assists the Chambers, the plenary meetings of the Tribunal, the judges and the Office of the Prosecutor in the performance of their

functions, and has the responsibility for ensuring compliance with applicable United Nations rules and regulations in the operations of the Tribunal.

45. The Office of the Registrar is organized into three major units, namely, the Immediate Office of the Registrar, the Judicial and Legal Services Division and the Division of Administration.

46. In 2000, the Registry continued to consolidate the reform process initiated by the senior management with respect to judicial and administrative support operations. In this connection, an action plan was launched in early 2000 to enhance judicial support for the Chambers, including through redeployment of posts and other resources. Posts were redeployed in the Judicial and Legal Services Division on a temporary basis to support such initiatives as the computerized system for maintenance and accessing of court records through the Tower Records Management (TRIM) system; the indexing and preparation of case files for hearings; the engagement of an expert in court management to assess the Tribunal's needs; consultation with an evidence management firm regarding the management of audio-visual materials; the drafting of a Practice Directive on Scheduling of the Judicial Calendar; and several other services aimed at streamlining and strengthening the support to Chambers.

47. The witness and victims support operations were also a part of the reform process. In anticipation of a vastly increased workload in this area arising from the concurrent functioning of three Trial Chambers, the Witnesses and Victims Support Section was reconstituted into two separate sections, one dealing exclusively with the prosecution witnesses and the other dealing solely with the defence witnesses.

48. In the area of enforcement of sentences, notwithstanding the successful completion of negotiations whereby two Member States, Benin and Mali, agreed to accommodate individuals convicted and sentenced by the Tribunal, the Tribunal continues its efforts by placing increased emphasis on concluding agreements with prospective host countries.

49. In the administrative and support services area, negotiations with the Arusha International Conference Centre were successfully concluded and a four-year lease agreement, effective November 1999, was signed, whereby the Tribunal will pay an increased rent of US$ 9.00 per square metre for the initial two-year period of the agreement and $9.90 per square metre for the remaining two years of the contract. In view of the renegotiated rental rates and with the assistance of the host country, the Tribunal will now be able to accommodate its entire staffing and storage requirements within the Conference Centre and will not be required to rent office space at off-site locations, as has been the case in the past years. The Tribunal currently occupies the equivalent of 10 floors within the Arusha International Conference Centre.

50. In the area of infrastructure improvement, by mid-2000, the Tribunal had concluded a major project to renovate and expand the Kigali offices, which included the erection of a perimeter wall around the Amahoro compound and the construction of 75 prefabricated buildings urgently needed to house the staff of the Office of the Prosecutor. An equally important project initiated in 2000 involved negotiations with the United Republic of Tanzania Police Authority to acquire additional land adjacent to the current United Nations Detention Facility to accommodate 15 cell blocks for detainees, as well as for convicts awaiting transfer to a permanent prison

to serve their sentences. The remodelling of the newly acquired space to create additional cells is included in the plan of activities for 2001.

51. In the areas of information technology and electronic data processing, the Tribunal has for a considerable period of time sought a workable and affordable communications system. After a comprehensive review of the Tribunal's communications facilities and in consultation with the Information Technology Services Division at Headquarters, it was determined that significant enhancement and changes needed to be effected in order for the Tribunal to have a viable telecommunications system.

52. In line with the recommendation of the Advisory Committee on Administrative and Budgetary Questions relating to the automation of certain administrative functions, the Tribunal is currently in the process of developing an integrated court management system; an extended and integrated inventory system; and a procurement, finance and personnel system. It is also in the process of developing automated forms processing; a secure information database for the Witnesses and Victims Support Sections (Prosecution and Defence); an integrated security and safety system for the Security Service, and an enhanced macro system for the Languages and Conference Services Section.

I. Activities

53. During 2001, the following activities will be undertaken:

(a) Substantive activities

(i) Press and Public Affairs Unit. Providing a coordinated public information programme through a spokesperson. The work involves publicizing positions of the Tribunal and the latest developments, arranging media interviews for the high-level officials of the Tribunal, issuing press releases and publishing a quarterly newsletter in the region for missions, non-governmental organizations and host Governments;

(ii) Appeals Chambers Support Unit, The Hague. Assisting the Appeal Chambers in adjudicating motions filed against decisions by Trial Chambers at pre-trial (interlocutory) and trial (judgement) stages; providing research and drafting assistance to the appeals judges on interlocutory and merit appeals; and serving as a liaison unit for the Appeals Unit in Arusha with respect to all appeals documents;

(iii) General Legal Services Section

a. Legal research. Preparation of legal briefs or memoranda for the judges and providing legal counsel to the Registrar;

b. Legal agreements. Handling issues arising out of the Host Country Agreement, developing strategies for building relations with third countries or international organizations and formulating agreements to ensure equitable and effective measures in respect of reimbursement, construction and operation of the United Nations Detention Facility;

c. Detention and enforcement of sentences. Responding to requests of the International Committee of the Red Cross (ICRC) for ad hoc inspections of the United Nations Detention Facility in order to determine the suitability of

the conditions of detention as required, accredit persons authorized to visit detainees at the Facility and evaluate legal issues relating to the conditions of detention which emerge in daily communications with detainees, counsel and other visitors, and develop policies and procedures for the enforcement of sentences;

(iv) Chambers Support Section

a. Assistance to the judges in the Chambers. Assisting the trial judges and the appeals judges in the preparation of judicial documents involving decisions to motions filed by the parties, confirmation of indictments, warrants of arrest, orders for the extension of provisional arrest, orders of transfer/surrender of persons detained on behalf of the Tribunal and judgements rendered by both Chambers and coordinating with the Court Management Section to ensure appropriate support services from the Registry, including translation of documents (the average number of documents prepared for the judges is three per week);

b. Parliamentary documentation. Drafting the annual report of the President to the Security Council and the General Assembly, the Yearbook and other publications;

(v) Court Management Services Section. Providing administrative support in preparation for and during court proceedings for the Prosecutor, the defence and the Chambers to ensure efficient and smooth operation of the court proceedings; preparing the judicial calendar for court proceedings in consultation with the Chambers; maintaining archives of court records; giving effect to directives from the Chambers to the Registry during court proceedings and attending to correspondence from defence counsel, the accused, suspects and the Prosecutor concerning court proceedings and related matters; improving and strengthening procedures for the court records system to automate archiving functions and provide a launching point for loading court records not under court order for non-disclosure to the Tribunal's Internet web site; timely provision of transcripts to the parties;

(vi) Witnesses and Victims Support Sections (Prosecution and Defence). Planning and executing field operations to transport prosecution and defence witnesses to Arusha to provide testimony at court proceedings; operating safe houses for stays of witnesses; providing protection and support services to witnesses while in the custody of the Tribunal as required (security escort, travel documents and expenses, clothing, insurance, restitution of lost earnings, relocation, repatriation, accompanying support persons, providing local shelter and transport, replacement guards or farm help, 24-hour guard and case workers); and developing additional arrangements for relocation of witnesses outside Rwanda;

(vii) Defence Counsel Support Section. Maintaining roster of lawyers for defence counsel; assigning defence counsel to indigent detainees on the basis of consultations with the accused; briefing new counsel and other defence team members on the Rules of the Tribunal; assessing compliance with the Directive on Assignment of Defence Counsel for all claims regarding fees and expenses in respect of defence team members; monitoring the implementation of the

Code of Conduct for Defence Counsel; and implementing the Registrar's guidelines for the rationalization of defence-related expenses;

(viii) Legal Library and Reference Unit. Providing the lawyers, judges, legal officers and staff of the Tribunal with the documentation and information they require to accomplish their duties. The Library is also responsible for developing and implementing the Tribunal's documentation and information policy, including with regard to the acquisition of books and periodical holdings, and preparing and disseminating documentary materials (bibliographies, compilation of documents, CD-ROMs, etc.).

(b) Administrative support services

(i) United Nations Clinic

a. Providing medical assistance to staff in events of emergency, including provision of medical evacuation, administering medical examinations and determining medical clearances for internationally and locally recruited staff and assisting in the evaluation of medical providers at Arusha to determine appropriate practitioner when referring staff for medical care;

b. Providing the Medical Officer to the United Nations Detention Facility for administering medical examinations to detainees on entry, determining appropriate level of medical care in respect of ill detainees, developing maintenance programmes, including the administration of medicines, arranging for provision of emergency care, hospital care or surgical intervention by most suitable provider;

(ii) Budget Unit

a. Formulating and preparing annual programme budget, monitoring budget implementation and analysing variances;

b. Undertaking budget administration by maintaining updated panel of certifying officers, maintaining staffing table and issuing internal allotments;

c. Assisting substantive units in preparing cost plans and presentations to donors for extrabudgetary contributions, following up on developments and evaluating voluntary fund resources and proposals for programming;

(iii) Personnel services

a. Recruitment, placement and promotion of staff up to the D-1 level and servicing of the local appointment and promotion bodies;

b. Development of staff through training to provide induction/orientation courses to new staff, language courses, computer training, as well as specialized training seminars for the development of management and professional skills and other supporting specialized occupational groups, such as investigators, security officers and communications staff;

c. Staff servicing, including improved delivery of entitlements and benefits;

(iv) Financial services

a. All financial services, including approval of obligations, disbursements to vendors and settlement of staff claims;

b. Operation of a finance and accounting system;

(v) General services

a. Providing services in the areas of travel, shipments in connection with appointment and repatriation of staff, processing, obtaining or renewing visas, issuance and extension of laissez-passer, inventory and property management, procurement, transport, buildings management, communications and information technology/management information system;

b. Supporting automation of court records management, maintenance of web site, dedicated server and new applications; enhancements to delivery systems of electric power, telephone service and facsimile machines to users; enhancement of satellite communications set-up, and operation of audio-visual equipment at the three courtrooms;

(vi) Security services

a. Security for the premises and property of the Tribunal at two duty stations, Arusha and Kigali;

b. Reorganization of Security Unit at Kigali to provide an intelligence and coordination group, a team dedicated to providing field mission escorts, and a group to specialize in security matters at Kigali;

c. Security of detainees;

d. Continued development of detention cadre of security staff for assignment to United Nations Detention Facilities;

(vii) Language and conference services

a Providing services in Kinyarwanda in the following situations: sequential interpretation of witness testimony at courtroom proceedings, transcription and translation of original evidence relating to tapes and documents gathered by investigators;

b. Providing English and French simultaneous interpretation, enhancing courtroom techniques among staff, providing translation of court records and parliamentary documentation into English and French;

c. Introducing, subject to recruitment of language staff, simultaneous interpretation in Kinyarwanda at court proceedings.

2. Resource requirements

Posts

54. The estimated requirements of $41,009,800 would provide for the continuation of 613 temporary posts and reflect a resource growth of $4,575,000 net, representing the effects of the application of new standard costs ($2,520,100), provision for 64 new temporary posts ($2,006,200) and redeployment of 12 posts from Kigali to Arusha ($48,700). The increase in posts for the Registry represents the need to

strengthen the judicial, legal and administrative support, especially in the area of court management and support both to the Trial Chambers and the Appeals Chamber and to the Office of the Prosecutor, in line with recommendations 15, 19, 29, 40 and 41 of the Expert Review Group (see A/54/634). These resources would provide effective support to the Chambers and the Office of the Prosecutor in the light of the anticipated increase in the number of trials and appeals in 2001. The increased number of arrests, trials, appeals and witnesses would also require an increased level of administrative support services. Accordingly, additional staff resources are requested to strengthen administrative support services in such areas as language services, communications (audio-visual service), electronic data processing and information technology, personnel, finance and general services. Details and justifications for the new posts proposed are provided in annex II to the present report. A summary of the proposed new posts by functional title is provided below:

Summary of new and redeployed posts by functional title

	Professional category and above						*General Service and others*						
	D-1	*P-5*	*P-4*	*P-3*	*P-2/1*	***Subtotal***	*PL*	*OL*	*FS*	*SS*	*SS/LL*	*LL*	***Subtotal***	***Total***
Registry														
Press and Public Affairs Unit														
Legal editor				1		1								1
Appeals Support Unit, The Hague														
Appeals coordinator				1		1								1
Judicial and Legal Services Division														
General Legal Services Section														
Legal officer[a]			1			1								1
Chambers Support Section														
Senior legal officers — judgement		1				1								1
Legal officer[a]			(1)			(1)								(1)
Jurist linguist (English/French)			1			1								1
Chamber coordinator (Trial Chamber III)				1		1								1
Judgement coordinators				3		3								3
Court Management Section														
Judicial Proceedings Unit														
Courtroom coordinators				3		3								3
Judicial proceedings assistants								3					3	3
Judicial Records and Archives Unit														
Audio-visual and exhibit assistant												1	1	1
Records clerk												1	1	1
Messenger												1	1	1
Appeals Support Unit														
Appeals officer			1			1								1
Appeals assistant								1					1	1
Witnesses and Victims Support Section — Prosecution														
Arusha														
Chief of Section			1			1								1
Security officer											1		1	1

	Professional category and above						*General Service and others*						
	D-1	*P-5*	*P-4*	*P-3*	*P-2/1*	***Subtotal***	*PL*	*OL*	*FS*	*SS*	*SS/LL*	*LL* ***Subtotal***	***Total***
Kigali													
Security officer											1	1	1
Witnesses and Victims Support Section													
Arusha													
Protection officer — Arusha[a]				1		1							1
Security officer											1	1	1
Kigali													
Protection officer — Kigali[a]				(1)		(1)							(1)
Legal Library and Reference Unit													
Library clerk												1 1	1
Library clerk — Kigali												1 1	1
Division of Administration													
Office of the Chief of Administration and Budget Unit													
Administrative assistant								1				1	1
Personnel Section													
Recruitment Unit													
Personnel assistant								1				1	1
Training, Staff Welfare and Counselling Unit													
Secretary/training clerk												1 1	1
Finance Section													
Accounts Unit													
Accounts clerk												1 1	1
Payments Unit													
Finance assistant								1				1	1
Payroll Unit													
Finance assistant								1				1	1
General Services Section													
Audio-visual services													
Camera operators												2 2	2
Video operators												2 2	2

	Professional category and above						*General Service and others*							
	D-1	*P-5*	*P-4*	*P-3*	*P-2/1*	***Subtotal***	*PL*	*OL*	*FS*	*SS*	*SS/LL*	*LL*	***Subtotal***	***Total***
Video editors												2	**2**	**2**
Sound technician												1	**1**	**1**
Electronic data processing/management information system														
Database administrator								1					**1**	**1**
Central Registry														
Photocopier technician[a]												(1)	**(1)**	**(1)**
Reproduction clerk[a]												(1)	**(1)**	**(1)**
Photocopier technician								1					**1**	**1**
Fax operator												1	**1**	**1**
Messenger												1	**1**	**1**
Security and Safety Section														
United Nations Detention Facility														
Social welfare officer				1		**1**								**1**
Language and Conference Services Section														
Revisers (Kinyarwanda)				1		**1**								**1**
Translators/interpreters				2		**2**								**2**
Translators/interpreters (Kinyarwanda)[a]					11	**11**								**11**
Proofreading and text processing Unit														
Bilingual secretaries (English/French)								3					**3**	**3**
Bilingual secretaries (French/Kinyarwanda)								1					**1**	**1**
Documents Control Unit														
Conference clerk												1	**1**	**1**
Photocopier technician[a]												1	**1**	**1**
Reproduction clerk[a]												1	**1**	**1**
Terminology and Reference Unit														
Bilingual reference assistant								1					**1**	**1**
Language Support to Appeals Chamber at The Hague														
Revisers			1			**1**								**1**
Bilingual secretary								1					**1**	**1**

	Professional category and above						*General Service and others*							
	D-1	*P-5*	*P-4*	*P-3*	*P-2/1*	***Subtotal***	*PL*	*OL*	*FS*	*SS*	*SS/LL*	*LL*	***Subtotal***	***Total***
Administrative Services, Kigali														
Office of Deputy Chief of Administration (Kigali)														
Bilingual secretary								1					**1**	**1**
Personnel														
Personnel clerk												1	**1**	**1**
Finance														
Finance clerk												1	**1**	**1**
General Services														
Registry														
Documents clerk												1	**1**	**1**
Messenger												1	**1**	**1**
Buildings management services														
Electricians[a]												2	**2**	**2**
Generator mechanic[a]												1	**1**	**1**
Transport														
Drivers												2	**2**	**2**
Communications														
Generator mechanic[a]												(1)	**(1)**	**(1)**
Electricians[a]												(2)	**(2)**	**(2)**
Language and Conference Services														
Translators/interpreters (Kinyarwanda)[a]					(11)	**(11)**								**(11)**
Bilingual secretary (English/French)												1	**1**	**1**
Secretary (Kinyarwanda/French)												1	**1**	**1**
Transcript typists												1	**1**	**1**
Total proposed new temporary posts		**1**	**4**	**13**		**18**		**17**			**3**	**26**	**46**	**64**

[a] Redeployed.

Other staff costs

55. A provision in the amount of $1,800,000, at the maintenance level is proposed to cover the following requirements:

(a) General temporary assistance ($1,500,000) includes provisions for language staff with skills in Kinyarwanda, locally recruited staff for ad hoc buildings management projects and transport personnel, as and when needed, to cover unforeseen requirements or peak workload periods, as well as to provide for replacement of staff on annual, sick or maternity leave;

(b) Overtime ($300,000) is requested at the maintenance level to cover extended hours during peak workload periods.

Consultants and experts

56. The estimate of $251,400, representing an increase of $48,200 mainly attributable to an increase in the number of witnesses anticipated to be called for testimony, relates to the following:

(a) Provision of fees for 20 expert witnesses for the defence ($88,000) and their travel and subsistence ($96,000). Based on available statistics for the past four years, it is estimated that about 20 expert witnesses will be called to testify in the six trials expected during 2001. Expert witnesses are also paid daily subsistence allowance and round-trip travel in addition to their fees. The estimated cost is based on a stay in Arusha for a duration of eight days;

(b) Services of a consultancy firm to assess the payroll and accounting system of the Tribunal ($36,900). In 2000, the Tribunal engaged the services of a consulting firm to review the Tribunal's payroll and accounting system and customized the payroll and accounting system of the United Nations Office at Nairobi for the Tribunal's requirements. Although the preliminary testing of the payroll and accounting system was initiated at that time, additional testing of the Tribunal's payroll and accounting modules will be required;

(c) Services of a consultancy firm to review the court management system ($30,500). In 2000, the Tribunal engaged the services of a high-level expert to review the Tribunal's court management operation with the objective of streamlining and improving the efficiency of the Court Management Section. The services of the expert will be further required to review the effectiveness of the implementation of the recommendations for the effective functioning of the court management operation and to develop a disaster recovery plan for the Tribunal's judicial records.

Travel

57. Resources in the amount of $601,200 are requested for:

(a) Travel of the Registry staff to Kigali, The Hague, New York, within Africa and to other countries for consultations with government officials, to arrange for transfer of detainees, to escort witnesses and to attend United Nations official meetings ($271,900). Travel of members of the Office of Internal Oversight Services in connection with audit of the Tribunal at Arusha and Kigali is estimated at $18,900;

(b) Travel and allowances of witnesses for both the prosecution and the defence ($310,400). It is anticipated that 150 witnesses for the prosecution, 140 of whom are from Rwanda, are expected to travel to Arusha in 2001 to give testimony at trial hearings. The defence teams may also call 190 protected and non-protected witnesses, of whom 170 are expected to come from Europe, America and African countries other than Rwanda to give testimony during trial hearings in Arusha.

Contractual services

58. An amount of $7,931,800, including an increase of $531,800 relating mainly to an anticipated increase in the number of detainees and defence counsel, is requested for contractual services consisting of the following:

(a) Defence counsel ($6,365,600). A counsel is assigned by the Registrar to any accused unable to provide his/her own legal representation (requirements of indigence as defined in article 4 of the Directive). As at 30 June 2000, there were 41 lead counsel and 19 co-counsel representing the defendants. In addition, investigators or assistants associated with the defence team of every defendant. On the basis of previous years' experience, it is anticipated that each team will be composed of a lead counsel, an investigator and an assistant. Only 50 per cent of the defence teams will have a co-counsel. The estimates include fees for defence counsel in respect of all the detainees, provision for co-counsel, investigators and assistants ($5,086,300); travel expenses and subsistence allowance for defence teams in connection with court proceedings, initial appearances, motions, status conferences and trials ($757,600); and travel expenses and subsistence allowance in respect of defence investigators ($521,700);

(b) External translation ($50,000). A provision in the amount of $50,000 is requested for defence counsel for translation of their documents, as recently allowed under article 12 bis of the Directive for the Registry. The objective of this amendment is to facilitate judicial work, particularly that of defence counsel, by attempting to tackle the perennial problem of translation. Article 12 bis provides for the parties to obtain translation of documents they wish to file with the Court Management Section by resorting to external expertise. The reasonable costs of such translation will be reimbursed to the parties by the Tribunal, provided such translation is made in accordance with the guidelines on the remuneration of external translators/self-revisers for the Tribunal based on rates applicable at the United Nations. Estimate is based on 344,520 words (1,044 pages) at a rate of $145 per 1,000 words;

(c) External printing ($76,500), including an increase of $20,100, based on the trend of expenditure, is requested for general printing requirements of the Tribunal, including administrative forms, public information materials and newsletters, quarterly bibliography, ICTR basic documents and binding of judgements, most of which is performed at the United Nations Office at Nairobi;

(d) Contractual security services ($601,400). Under an agreement with the Government of the United Republic of Tanzania, the Tribunal is to provide the meals and incidentals to those contractual security officers (i.e., police and prison officers) engaged to supplement the Tribunal's regular security contingent at the Arusha International Conference Centre, the United Nations Detention Facility and the judges' residences, those whose support is required in the transfer of prisoners between the Detention Facility and Tribunal headquarters, and those providing

support at safe houses ($500,100). A provision of $101,300 is also made for the contract with a local security firm in Kigali to supplement the staff strength of the Security Unit at Kigali;

(e) Medical consultants ($168,000), representing an increase of $46,000 owing to the increase in the number of detainees, relate to doctors' fees and laboratory fees in respect of services provided to detainees at the United Nations Detention Facility on a per-patient basis when assigned by the Medical Officer. Seriously ill detainees often require extensive medical treatment and lab procedures, which often require referral to Nairobi for proper testing. The average cost is $1,000 per month; the requested amount reflects the requirements in respect of 10 detainees who have serious medical conditions ($120,000) plus the provision for catastrophic cases ($48,000), including surgical intervention abroad;

(f) An external audit fee of $47,500 at the maintenance level;

(g) An amount of $103,500, representing an increase of $12,500 attributable to the increase in the number of vehicles, is requested for third-party liability auto insurance for 196 vehicles to be operated by the Tribunal, including additional auto insurance coverage for 40 vehicles to facilitate movement of investigators, transportation of witnesses and other personnel of the Tribunal between neighbouring countries, and for contractual services in connection with serious vehicle repairs owing to road accidents or other unforeseen events;

(h) A provision of $20,000, including a reduction of $28,000 based on the trend of expenditures for the past two years, for the cleaning and laundry of security officers' uniforms, drivers' uniforms and clothes issued at the United Nations Detention Facility;

(i) A provision of $137,000 for the annual licence fee for the use by the Tribunal of the Sun accounting software and TRIM;

(j) An amount of $362,300 for training of staff in strategic analysis for the investigators and advocacy for the prosecution trial lawyers, language courses, information technology, operation and maintenance of communications facilities and specialized security and detention training for the staff.

Hospitality

59. A provision of $4,000 at the maintenance level is requested for official hospitality and functions in connection with the plenary sessions, high-level visitors to the Tribunal and other work of the Tribunal.

General operating expenses

60. The resource requirements of $5,887,200, including an increase of $676,700, relating mainly to rental of additional space and to increased rates of aircraft operation, would cover the following:

(a) Provision of $1,881,700 under rental and maintenance of premises is requested for the following:

(i) Resources in the amount of $1,579,000, representing an increase of $135,800 owing to an increase in rental rates, would provide for the rental of: (1) premises at the Arusha International Conference Centre, including space in

the Kilimanjaro and Serengeti wings, of approximately 9,191 square metres at $9 per square metre per month ($992,600); (2) fuel station and vehicle workshop in Arusha ($20,400); (3) four safe houses ($108,000); (4) offices at the Amahoro building and communications compound in Kigali ($410,000); (5) new proposed safe house in Kigali ($24,000); and (6) office space for the Tribunal's outreach programme outside the Amahoro compound in Kigali ($24,000);

(ii) A provision of $302,700, including an increase of $79,300 for increased maintenance requirements, is requested under miscellaneous maintenance services to cover the cost of general maintenance of the facilities at Arusha and Kigali, comprising three office buildings, 100 prefabricated offices, the three courtrooms, the communications compound at Kigali, safe houses, the detention facilities, auto workshops and parking areas; and for elevator operation and maintenance;

(b) Resources amounting to $504,000 are requested for Arusha and Kigali for electricity and water ($366,800), which represents an increase of $31,000 associated with the utilities for prefabricated units; and for diesel fuel for the generators at the Arusha International Conference Centre, the United Nations Detention Facility, and the Kigali offices ($137,200);

(c) A provision of $1,584,100, including a net increase of $43,500, reflecting the anticipated increase of the Tribunal's operations, is requested for communications requirements. An effective and safe communications infrastructure is essential for the Tribunal staff at different locations and for effective functioning of the Tribunal: pouch services; an enhanced communications service, including Internet; enhanced telephone/fax services to distribute incoming documents on urgent and confidential matters more quickly and safely; and for connecting off-site locations, in particular the United Nations Detention Facility, to the central system. Details are indicated below:

(i) Pouch and courier services ($80,000), reflecting an increase of $20,000 based on expenditure patterns;

(ii) International mail ($15,000), including an increase based on expenditure patterns;

(iii) Rental of space segment on Intelsat for communications link ($501,600);

(iv) Official facsimile and telephone calls, including telephone installations, cellular telephones, local messaging and satellite access ($808,200);

(v) Various frequency rentals and circuits ($71,300);

(vi) Official facsimile and telephone toll charges on Inmarsat ($30,000);

(vii) Internet service at Arusha and Kigali ($18,000);

(viii) Lexis-Nexis subscription ($60,000);

(d) A provision in the amount of $393,400, reflecting an increase of $109,700 owing to the anticipated increase in the number of witnesses, is requested for the protection and support of witnesses, including expenses relating to security escort for witnesses travelling from outside Rwanda, witness support assistants for defence witnesses and relocation costs, among others. The requested amount is

based on an estimate of 150 prosecution witnesses, 140 of whom are expected from Rwanda, and 190 defence witnesses, the majority of whom are expected to come from Europe, North America and African countries other than Rwanda. As regards requirements in respect of the long-term relocation of some witnesses, the experience so far shows that 14 per cent of the witnesses originating in Rwanda request assistance in relocating;

(e) Resources in the amount of $100,000, including a decrease of $50,000, is requested to cover the cost to transfer detainees to the United Nations Detention Facility following arrests of suspects/indictees. The costs reflect the requirement of leasing one aircraft for approximately six days. The detainees are flown in fixed-wing aircraft, either leased specifically for the purpose or in the United Nations aircraft on extended contract hours;

(f) A provision of $774,000, including an increase of $84,000 attributable to an increase in rental rates, is requested for the hire of a Beechcraft B 200 at a quarterly operating cost of $187,500, which covers a guaranteed minimum of 150 hours' flight time and cost of crew maintenance charges. The provision also includes landing fees ($18,000) and ground handling ($6,000). The rental of a Beechcraft is an essential transportation requirement for fulfilling the Tribunal's mandated operations. The need for this aircraft had been recognized from inception as the only means of facilitating the travel of trial teams, investigators, pouches and equipment between Arusha and Kigali and for transporting to Arusha people suspected to have been responsible for the genocide from neighbouring and other African countries, where they are tracked and apprehended. The Beechcraft is also used to ferry witnesses and protected witnesses between Kigali and Arusha;

(g) Provision in the amount of $250,000 is requested to cover costs relating to the enforcement of sentences. The Tribunal has successfully signed an agreement with the Governments of Mali and Benin to provide prison facilities in the respective countries where the convicts can serve their sentences. Both countries have requested assistance in upgrading the conditions of their existing prison facilities to international standards. The agreement with Mali includes the provision of expected maintenance costs estimated at $20 per day per convict for five convicts ($36,500). The Tribunal is confident that two additional African countries will conclude agreements in the enforcement of sentences in the near future. It is anticipated that these agreements will contain provisions similar to those of the agreement with the Government of Mali, requiring financial assistance to bring the relevant prison facilities up to international standards;

(h) An amount of $400,000, including an increase of $20,000 based on expenditure patterns, is requested under miscellaneous services to provide for bank charges ($180,000) for maintenance of the Tribunal's bank accounts, general insurance ($30,000), the extra freight charges for imported equipment and the services of a freight forwarder ($160,000) to effect clearance, international freight movement and storage and ramp operation, in particular for cargo delivered by sea to Dar es Salaam or Mombasa. An amount of $30,000 is requested to provide for the rental of a forklift and the cost of advertisements for vacancy announcements, notification of procurement bids and notice of sales.

Supplies and materials

61. Resources in the amount of $1,575,800, including an increase of $138,600, owing mainly to a higher requirement for supplies associated with preservation of evidence, would provide for stationery and electronic data-processing supplies ($320,000); maintenance spare parts and supplies for office and other equipment ($131,800); security and safety supplies, including uniforms ($111,800); audio/video supplies, film and film processing ($150,000); supplies for preservation of evidence such as acid-free files, archive boxes, numbering machines and other archival supplies ($25,000); periodicals and library books ($125,000); clothing for detainees and witnesses ($30,000); medical supplies ($20,000); food and ration supplies for detainees ($152,900); petrol, oils and lubricants for motor vehicles ($479,300); and miscellaneous supplies, such as kitchen utensils, towels, etc., for the United Nations Detention Facility ($30,000).

Furniture and equipment

62. Resources in the amount of $2,680,900, including a net increase of $56,200 relating primarily to the proposed acquisition of furniture for additional staff, data-processing and office automation equipment, are requested to provide for the following:

(a) Office furniture and fixtures: $135,800. The provision relates to office furniture for the proposed additional personnel at both Arusha and Kigali;

(b) Acquisition of new office automation equipment: $1,296,900. This includes desktop computers ($253,500), laptops ($80,000), printers ($41,000), network servers ($184,000), photocopiers ($183,000), network maintenance equipment and accessories for network upgrading projects ($306,100), acquisition of software packages ($226,300) and acquisition of workshop equipment ($23,000) to provide improved and efficient information technology services to the Tribunal;

(c) Acquisition of communications equipment and spare parts: $651,600. This includes equipment for enhancing connectivity and capacity ($268,100), hand-held very high-frequency (VHF) radios and mobile phones ($66,800), acquisition of telephone, fax, telex and rural links ($91,300), communications spare parts and tools ($27,000), audio-visual equipment, such as monitors, televisions, CD writers ($38,400), and teleconferencing equipment ($160,000);

(d) Acquisition of transport equipment: $141,000. This includes five four-wheel-drive vehicles to replace old vehicles requiring write-off ($90,000), one double-cabin pickup truck for use by the Buildings Management and Transport units ($15,000) and one cargo truck to facilitate the transport of furniture and equipment ($36,000);

(e) Acquisition of vehicle spare parts for Kigali and Arusha: $100,000;

(f) Other office equipment: $222,900. Provisions relate to scanners, a refrigerator to store Ektachrome colour slides, gymnasium equipment for the United Nations Detention Facility, bar code readers, audio dubbing machines, uninterrupted-power supply units, etc.;

(g) Security and safety equipment: $132,700. Provisions relate to weapons, identification equipment, ammunition, surveillance equipment, alarm system, safety locks, etc.

Construction, alteration, improvements and major maintenance

63. A total provision of $1,025,400, reflecting an increase of $69,400 attributable mainly to the adaptation of newly acquired office space in the Arusha International Conference Centre and United Nations Detention Facility, is requested under this heading for the following purposes:

(a) Additions, improvements or alterations necessary to adapt the additional office space expected to be allotted in the Arusha International Conference Centre to the requirements of the Tribunal ($65,000); upgrading and separation of the electrical system within the entire Kilimanjaro wing and a portion of the Serengeti wing to accommodate additional electrical load and replacement of cove lights in the three courtrooms ($65,000); construction of holding cells at the Conference Centre complex for joint trials ($182,000); construction of transport/communication and a Building Management Services workshop at the Amahoro compound ($180,000); upgrading of the electrical system in the Amahoro building ($50,000); rehabilitation of library and conference hall ($20,000); and other renovation work, including improvement of driveway, painting, replacement of security lights, rehabilitation of communication compound before handover, improvement of cafeteria ($102,000);

(b) Provision of $361,400 for construction requirements at the United Nations Detention Facility, including maintenance of security lighting, trunking of electrical and communications cables ($66,600); improvement of sanitation system ($54,000); upgrading of existing facilities, including acquisition of kitchen equipment ($10,000) and provision of two additional weather haven tents for the Tanzanian police adjacent to the United Nations Detention Facility ($20,000). A provision is also made for compensation to the host Government for acquisition of adjacent land, perimeter wall, and completed cells including water and sanitary facilities to expand the existing facilities to accommodate the increasing number of detainees ($155,800) and for remodelling of the new space to create additional cells ($55,000).

Grants and contributions

64. A provision in the amount of $216,000 is requested in respect of the Tribunal's contributions to the operating costs of the Field Security Office at Kigali established by the United Nations Security Coordinator ($120,000) and the United Nations Clinic at the same duty station ($96,000), both of which are operated by the United Nations Development Programme, the designated agency in Rwanda. The resources required represent the prorated cost based on the number of staff of the Tribunal in Kigali.

Staff assessment

65. Staff assessment costs and related income are estimated at $5,414,700.

III. Conclusion and recommendations

66. On the basis of the proposals detailed in the preceding paragraphs, it is estimated that resources in the amount of $86,616,600 net will be required for the operation of the International Criminal Tribunal for Rwanda for the period from 1 January to 31 December 2001. An additional amount of $8,440,000 will be required for staff assessment, to be offset by income from staff assessment of the same amount.

67. In its resolutions 54/240 A and B, the General Assembly took into account an estimated unencumbered balance from the appropriation for 1998 and 1999 of $2,000,000 gross ($1,816,000 net) and appropriated the resource requirements for 2000. The actual unencumbered balance realized for 1998-1999 amounted to $2,937,000 gross ($1,988,700 net), resulting in an additional $937,000 gross ($172,700 net). Should the Member States wish to take this into account for the financing of the activities of the Tribunal for the year 2001, the additional amount of $937,000 gross ($172,700 net) may be deducted from the estimated overall resource requirements of $95,056,600 gross ($86,616,600 net). Member States may also wish to take into account and deduct from estimated resource requirements, the amount of $2,667,000 available as miscellaneous income realized in the biennium 1998-1999 from interest and other revenue items. In addition to this deduction, Member States may also wish to deduct the estimated unencumbered balance as of the end of the year 2000 ($4,237,100 gross, $3,851,900 net). The detailed calculations for financing the Tribunal in 2001 are shown in the annex X to the present report.

68. By its resolutions 54/240 A and B, the General Assembly decided to assess 50 per cent of the total amount of the resource requirements of the Tribunal for 2000 at the rates applicable to the regular budget and the balance at the assessment rates applicable for financing peacekeeping operations. The apportionment of the assessable amount of $87,215,500 gross ($79,925,000 net) would be as follows:

(a) The amount of $43,607,750 gross ($39,962,500 net) to be apportioned among Member States in accordance with the scale of assessments applicable to the regular budget of the United Nations for 2001;

(b) The amount of $43,607,750 gross ($39,962,500 net) to be apportioned among Member States in accordance with the scale of assessments applicable to peacekeeping operations for 2001.

69. It may be noted that these budget proposals, if calculated on a full-cost basis (i.e., using 10 per cent and 5 per cent vacancy factors), would require an additional provision of $10,326,900 gross ($9,067,400 net) in the next financial year. On this basis, a full-cost budget for the Tribunal, using the proposed 2001 staffing table, would amount to $105,383,500 gross ($95,684,000 net).

Annex I

Budgetary assumptions

1. The proposed budget estimates assume United Nations operational rates of exchange of TSh 792.00:US$ 1; RF 406.08:US$ 1; and NLG 2.47: US$ 1. The post adjustment multipliers have been projected at 22.7 for the United Republic of Tanzania, 16.7 for Rwanda and 4.6 for The Hague.

2. The overall budgetary estimates of expenditure for the assessed budget are prepared on the basis of gross salary scales. However, the individual submissions by main organizational units of the budget reflect net salary scales (i.e. gross salary less the applicable staff assessment), which allows budgetary comparability with other organizations of the United Nations system. In order to reflect gross expenditure levels, the difference between gross and net emoluments, staff assessment, is shown as a separate item in all expenditure tables. The offset amount is shown under the income section of the budget.

3. With regard to the vacancy rate for 2001, based on the actual vacancy rates for the first eight months of 2000, which averaged 23.24 per cent for the Professional category and above and 13.9 per cent for the General Service and related categories, vacancy rates of 19 per cent for the Professional category and above and 13 per cent for staff in the General Service category are proposed for continuing posts, while a rate of 60 per cent and 50 per cent for staff in the Professional and General Service categories, respectively, are proposed for new posts for 2001. These rates are used for the purpose of estimating the budget for 2001 as realistically as possible, based on the vacancy rates experienced during 2000. These could be adjusted should progress in recruitment during the course of 2001 mean that a lower level of vacancy is achieved. In such an event, revised resource requirements would be presented to the General Assembly at its fifty-sixth session.

4. Throughout the report, with regard to support posts in Arusha and Kigali, a differentiation is made between those with international service conditions (General Service (Principal level) and General Service (Other level) categories) and those for which local conditions of service would apply (Local level).

Annex II

Requests and justifications for new posts

A. Introduction

1. The proposals for the staffing requirements of the Tribunal for 2001 were influenced by three major events: the report of the Expert Group that conducted a review of the effective operation and functioning of ICTR and ITFY; the increased activities of the ICTR Trial Chambers and the Appeals Chamber; and the restructuring of the Office of the Prosecutor and the Registry with a view to maximizing improvement in services.

2. Forty-six recommendations were made by the Expert Group (see A/54/634) with the objective of ensuring the effective operation and functioning of both Tribunals through the efficient use of resources. While the majority of the 46 recommendations addressed the rules and procedures governing the legal process with a view to expediting trials and thus reducing the retention period of detainees, recommendations 15, 19, 29, 40 and 41 were specifically intended to improve the administrative support to the three organs of the Tribunal. Implementation of these recommendations would require additional resources in 2001.

3. As to the increased activities of the Appeals Chamber, it should be recalled that some resources were requested in previous budget submissions to support the operations of the Chamber. However, activities of the Appeals Chamber are increasing substantially. In the past 12 months, 28 appeals were disposed of and 35 new interlocutory and 2 merit appeals were filed. It is further expected that the Appeals Chamber will receive at least 30 new interlocutory appeals in 2001. Bearing this in mind, it is apparent that additional legal, translation and support posts will need to be made available in the 2001 budget to effectively address the increasing number of appeal cases.

4. In the context of restructuring, the Registry undertook an intensive review of the judicial support activities, particularly in the areas of court management and witnesses and victims support services. In this context, the Registry, in consultation with the Office of Legal Affairs at Headquarters, engaged the services of a consultant who reviewed the Tribunal's court management operations with the objective of streamlining and improving the efficiency of the Court Management Section. Based on that review, the Court Management Section was restructured into four units.

5. Similarly, the witness support operations of the Tribunal also underwent restructuring which resulted in the separation of the Witnesses and Victims Support Section into two distinct sections, one dealing exclusively with prosecution witnesses and the other with defence witnesses. This, together with the increased number of witnesses envisaged in connection with the major trials planned in the coming months, will necessitate an increase in resources for the witness support operations in 2001.

6. In 2000, the Office of the Prosecutor also underwent significant restructuring, especially in the Investigations Division. This included the grouping of investigations teams, the rationalization and distribution of areas of investigation and the reorganization of various units.

7. In order to support the organizational restructuring of the Prosecution and Investigations divisions and to ensure efficiency, additional human resources are being requested in the Tribunal's 2001 budget proposals.

8. Mindful of the concerns expressed by the Advisory Committee on Administrative and Budgetary Questions with regard to the Tribunal's vacancy rate during previous years, ICTR management has made a considerable effort to reduce the vacancy rate. It may be recalled that the Tribunal's vacancy rate as at 31 December 1999 was recorded at 17.7 per cent. With the additional 38 new posts authorized for 2000 and the resignation of 41 staff members, the majority of whom joined United Nations field missions, the vacancy rate rose significantly. The management of the Tribunal is attempting to reduce this rate expeditiously. As of 31 July 2000, the overall vacancy rate of ICTR was 22.4 per cent for the Professional category of staff and 13.4 per cent for General Service and related categories.

9. In requesting additional posts for 2001, ICTR has borne in mind the concern of the Advisory Committee expressed in paragraph 16 of its report (A/54/646) concerning the use of local staff service. In this regard, efforts are being made to maximize the use of local staff and are reflected in the Tribunal's request for additional posts for 2001.

B. The Chambers

10. The support staff of the Chambers, consisting of legal officers, jurist-linguists, associate legal officers and bilingual secretaries, is reflected in the Chambers Support Section of the Registry. The additional posts requested for 2001 to assist the Chambers are described in paragraphs 58 to 64 below.

C. Office of the Prosecutor

11. The Office of the Prosecutor is the organ of the Tribunal responsible for investigating and prosecuting persons responsible for crimes defined in articles 2, 3 and 4 of the Statute. With offices at The Hague, Kigali and Arusha, the Office of the Prosecutor is structured to reflect two principal activities: conducting investigations and conducting prosecutions.

12. In 2001, the proposed additional staffing for the Office of the Prosecutor is concentrated in the Prosecution Division, in view of the increasing number of interlocutory and merit appeals and the anticipated joinder of cases, while the additional human resources for the Investigations Division are requested primarily in connection with the increased number of investigations required, especially in the areas of financial tracking and sexual assault.

13. The Prosecutor is based at The Hague and is assisted in ICTR matters by four Professional and two General Service staff authorized under the ITFY budget.

Office of the Deputy Prosecutor

14. The Deputy Prosecutor has the overall responsibility for the management of the Office of the Prosecutor in Kigali and is the highest-ranking official of the Tribunal in Kigali. The current authorized staffing level in the Office of the Deputy Prosecutor is one D-2, Deputy Prosecutor; one P-4, legal adviser; one P-3, legal

archivist; and two General Service (Other level) as administrative assistant and bilingual secretary. The Deputy Prosecutor oversees the work of the Prosecution Division and the Investigations Division.

Prosecution Division

15. The Prosecution Division is responsible for all the legal work carried out by the Office, which includes drafting indictments, appearing before judges for confirmation proceedings, prosecuting the accused before Trial Chambers, attending status conferences before Trial Chambers, identifying additional evidence for trials and appeals, conducting searches for relevant material to be disclosed to the defence, editing materials prior to disclosure, if necessary, reviewing material and evidence for the purpose of protecting witnesses, preparing preliminary motions, reviewing indictments, amending indictments and preparing miscellaneous applications for orders from judges or Trial Chambers. This division is also responsible for the preparation of appeal cases and the associated legal briefs, substantive and interlocutory appeals, appeals of decisions on contempt of court, and motions and decisions.

16. The Prosecution Division is composed of the Office of the Chief of Prosecutions, the Trial Section and the Legal Advisory Section. The 2001 budget proposals reflect the relocation of the Office of the Chief of Prosecutions. It is also proposed that an Appeals Section be established within the Prosecution Division in Arusha. The Legal Advisory Section will remain in Kigali.

Office of the Chief of Prosecutions

17. The Chief of the Prosecution Division, at the D-1 level, supported by a bilingual secretary at the General Service (Other level), is responsible for the management and supervision of the Division, which is composed mainly of trial attorneys, legal advisers, legal officers and case managers.

Redeployed posts: 1 D-1, Chief of Prosecutions and 1 General Service (Other level) from Kigali to Arusha

18. In view of the redeployment of all trial teams from Kigali to Arusha, it is requested that the posts of Chief of Prosecutions and bilingual secretary be redeployed from Kigali to Arusha. The movement of these posts will allow the Chief of Prosecutions to be stationed in Arusha and ensure the effective coordination of daily activities within his Division and enable him to directly supervise the staff under his purview.

Trial Section (Arusha)

19. This section is organized into eight prosecution teams. Each team is composed of one P-5 senior trial attorney, one P-4 trial attorney, one P-3 assistant trial attorney and one P-2 case manager. The current Professional-level staffing of the section is eight P-5 senior trial attorneys, eight P-4 trial attorneys, eight P-3 assistant trial attorneys and eight P-2 case managers. Four General Service (Other level) bilingual secretaries provide secretarial support to the Trial Section.

New posts: 1 P-5 senior trial attorney, 1 P-4 trial attorney, 1 P-3 assistant trial attorney, 1 P-2 case manager and 5 General Service (Other level) bilingual secretaries

20. With the full engagement of all eight trial teams in the actual prosecution before Trial Chambers of six cases involving a large number of accused, an additional trial team is requested to enable the existing trial teams to handle pre-trial litigation, including interlocutory matters, and to expedite subsequent trials. In view of the large number of accused being tried on a single joint indictment, it is necessary for the trial teams to be strengthened.

21. Additionally, five bilingual secretaries are needed to assist the nine trial teams, each supporting a team during prosecutions. It is envisaged that six new trials will be undertaken in 2001. The bilingual secretaries are urgently required for assistance in the pre-trial preparation of joint trials, in the fulfilment of disclosure obligations, the organization of trial dossiers, the cataloguing of witness statements, the indexing of documentary and other evidence, the maintenance of a trial log, as well as for performing the normal daily secretarial duties.

Legal Advisory Section

22. This section is composed of two units, the Prosecution Legal Advisory Unit and the Investigations Legal Advisory Unit. The section is headed by one P-5 senior legal adviser and is supported by one General Service (Other level) bilingual secretary.

Prosecution Legal Advisory Unit

23. The Prosecution Legal Advisory Unit is responsible for advice on the conduct of legal positions taken by the Prosecution, assisting with the final drafting of motions, responses to motions, legal briefs and reviewing indictments, and undertaking legal research work on criminal and international law issues. The current staffing of the unit is four P-4 and four P-3 legal officers.

Redeployed posts: 4 P-4 and 4 P-3 legal officers from Kigali to Arusha

24. In 2000, the trial teams relied heavily on the support of the legal advisers in the preparation of pre-trial motions, legal briefs, legal dossiers on specified topics, legal research on national law issues and backstopping the work of expert witnesses. With the transfer of the trial teams to Arusha and in order to fulfil the legal demands, the Prosecution Legal Advisory Unit, composed of four P-4 and four P-3 legal advisers, will also be transferred to Arusha.

Prosecution Appeals Section (new section, proposed to be established in Arusha)

New posts in Arusha: 1 P-4 legal adviser and 1 P-2 associate legal officer and 1 General Service (Local level)

Transfer/redeployment: 1 P-5 senior appeals counsel from the ITFY budget in The Hague to the ICTR budget in Arusha

25. In 2000, there was one P-3 legal officer dealing with litigation/appeals cases. In the coming year, it is envisaged that the majority of ICTR appeals cases will be

heard in Arusha and in view of the fact that the repository of ICTR trial documents will be located in Arusha, it is proposed that the ICTR prosecution appeals area be strengthened with a similar structure as that in The Hague. It is therefore proposed that an Appeals Unit be established in Arusha.

26. In this regard and in view of the increased number of merit and interlocutory appeals pending before the Appeals Chamber as well as the degree of research and preparation necessary for each appeal, it is proposed that one P-4 legal adviser, one P-2 associate legal officer and one General Service (Local level) to provide secretarial support be established for the Appeals Unit.

Investigations Division

27. The largest component of the Office of the Prosecutor is the Investigations Division. It is staffed by experienced commanders, criminal investigators and analysts. The division is composed of three investigation units consisting of nine investigation teams, the Tracking Support Unit and the Evidence and Information Unit, which was incorporated in the division effective 1 July 2000.

28. Effective 1 June 2000, the new Chief of Investigations initiated an analysis of the division and an examination of the effectiveness and productivity of its staff members. This resulted in the reorganization of the division to lend greater efficiency to the ongoing investigations. The end result of the reorganization was the assignment of specific responsibilities to each of the four Commanders: investigation of government and political parties; of the armed units; of other perpetrators; and providing tracking support.

Immediate Office of the Chief of Investigations

29. The Immediate Office of the Chief of Investigations is headed by a D-1 Chief of Investigations, one P-4 senior crime analyst, and one General Service (Other level) bilingual secretary.

Redeployed post: 1 P-3, financial reviewer (from Intelligence Tracking Team to the Immediate Office of the Chief of Investigations)

30. The inward redeployment of the financial reviewer from the intelligence and tracking team of the Tracking Support Unit to the Immediate Office of the Chief of Investigations will enable the Chief to closely monitor the expenditures made by the intelligence and tracking teams and to ensure that responsibilities for incurring expenditures and controlling those expenditures do not rest on the same office or individuals.

Investigations Units (nine teams)

New posts: 2 P-3, investigators/criminal analysts; 2 P-2, associate investigators/sexual assault investigators

31. The investigation teams were once again reorganized in 2000. This reorganization concluded with the establishment of three Investigation Units, each headed by a Commander, with separate responsibilities relating to the investigation of the Government and political parties; armed units; and other perpetrators. The

teams now vary in size but focus on targets grouped in the three areas. The teams also specialize in investigating the role of propaganda, financing and sexual assault.

32. The authorized staffing of the Investigations Units is 3 P-5 Commanders, 9 P-4 Team Leaders, 37 P-3 investigators, 35 P-2 associate investigators and 9 General Service (Other level) bilingual secretaries.

Unit 1: Government and Political Parties (Teams 1-3)

33. This unit is composed of 1 P-5 Commander, 3 P-4 Team Leaders, 13 P-3 investigators, 12 P-2 associate investigators and 3 General Service (Other level) bilingual secretaries. The unit is composed of three teams that investigate crimes allegedly committed by members of the Government and political parties.

Unit 2: Armed Units (Teams 4-6)

34. This unit is composed of 1 P-5 Commander, 3 P-4 Team Leaders, 12 P-3 investigators, 12 P-2 associate investigators and 3 General Service (Other level) bilingual secretaries. The unit has three teams and concentrates on crimes committed by armed units, such as paramilitary units.

Unit 3: Other Perpetrators (Teams 7-9)

35. The third investigative unit is composed of 1 P-5 Commander, 3 P-4 team leaders, 12 P-3 investigators, 11 P-2 associate investigators and 3 General Service (Other level) bilingual secretaries. The unit has three teams and investigates crimes committed by other perpetrators, or those individuals not covered by the mandate of the previous two units.

36. Currently, there are six investigators concentrating on sexual assault crimes attached to the investigation teams and six investigators focusing on criminal analysis. With a view to strengthening the investigation teams in the area of sexual assault crimes and criminal analysis, additional staff resources are requested.

37. In 2001, a new strategy will be implemented within the Investigations Division to centralize information, to coordinate operational analysis and to prepare reports on strategic analysis for the Deputy Prosecutor and chiefs of Investigations and Prosecution. Crime analysts are required to work closely with the investigation teams in order to manage the investigation collection strategy and the evidence/information issues and to identify overlap or gaps in source exploitation and evidence for the case. Accordingly, two P-3 investigators/crime analysts are requested.

38. Since the *Akayesu* judgement, sexual assault investigations have become increasingly important. Experience has shown that greater effectiveness can be achieved if investigation teams contain sexual assault specialists. As mentioned above, the mandate of the investigation teams has been expanded to include, inter alia, the investigation of sexual crimes. In this regard two investigators at the P-2 level are requested.

Tracking and Support Unit

39. The Tracking Support Unit was initially established as the Tracking Team in 1997 to develop leads for targets, to handle sensitive sources of information

including informants and to establish guidelines on the use of sensitive sources. In 2001, the unit will be restructured and divided into two sub-units, a Forensics Team and an Intelligence and Tracking Team which will include financial tracking.

40. The current staffing of the Tracking Support Unit consists of 1 P-5 Commander, 1 P-4 investigator, 2 P-3 investigators in the Forensics Team, 1 P-3 financial reviewer, 10 P-3 investigators and 3 P-2 associate investigators in the Tracking Team. The unit is supported by three General Service (Other level) assistant investigators.

Intelligence and Tracking Team

New post: 1 P-3 investigator (financial tracking)

Redeployed post: 1 P-3 financial reviewer to the Office of the Chief of Investigations

41. The unit is primarily responsible for identifying sources possessing valuable information that may lead to the location and arrest of suspects. The unit also implements protective measures such as relocation of informants. Following the arrest of fugitives in Europe, several rogatory commissions were implemented at the request of the Prosecutor. This led to the discovery of large financial assets (approximately US$ 2.5 million) and demonstrated the importance of financial tracking, which has now become an integral part of the Intelligence Tracking Team.

42. In 2001, owing to the massive amount of research and investigative work attached to this project, a request is made for the P-3 post of investigator (financial tracking), whose function is to locate the assets of accused targets and their accomplices, to deprive them of access to the funds, to limit and restrain their resources as fugitives, and to take conservatory measures to ensure that the assets are available for possible restitution to victims under rule 105 of the Rules of Procedure and Evidence.

43. The outward redeployment of the financial reviewer from the Tracking Support Unit to the Immediate Office of the Chief of Investigations will enable the Chief of the Division to closely monitor the expenditures made by the Intelligence Tracking Team.

D. Registry

Immediate Office of the Registrar

44. The office of the Registrar is organized into three major units, the Immediate Office of the Registrar, the Judicial and Legal Services Division and the Division of Administration.

45. The Registrar is assisted by one P-4 Special Assistant/Spokesman, one P-4 legal adviser, one P-4 Adviser on Gender Issues and Assistance to Victims, one P-3 Protocol Officer for Arusha, one P-3 Protocol Officer for Kigali, and one P-3 Legal and Project Management Officer. The office is provided administrative support by one General Service (Principle level) administrative assistant; two General Service (Other level) bilingual secretaries and two General Service (Local level) secretaries. Additionally, the Press and Public Affairs Unit falls within the Immediate Office of the Registrar.

46. As Head of Office, the Registrar is responsible for providing overall executive direction and management of the Registry, for executing various legal functions in support of the Tribunal as detailed in the Rules of Procedure and Evidence and for ensuring that the regulations and rules of the United Nations are strictly observed in providing administrative services and support to all three organs of the Tribunal.

Press and Public Affairs Unit

New post: 1 P-3 legal editor

47. This unit is attached to the Immediate Office of the Registrar. Its principal functions are to make detailed information about the Tribunal available throughout the world, to strengthen the Tribunal's public communication capacity and operational linkages with outside media sources, including the Internet, to provide to the international press and general populace up-to-date information on the activities of the Tribunal and to liaise with the press corps and oversee the Press Centre. It is currently staffed with one P-5 Chief of Unit, two P-2 associate information officers, one P-2 associate public information officer in Kigali, one General Service (Other level) editorial assistant, two General Service (Local level) clerk-typists and one General Service (Local level) photojournalist.

48. In line with recommendation 15 of the Expert Group relating to the outreach programme of facilitating increased awareness of the role of the Tribunal in protecting and enhancing humanitarian values, particularly within Rwanda, a post of legal editor is requested to prepare the publication of all ICTR decisions, as well as supervise the printing and the publication of case reports.

Judicial and Legal Services Division

49. This Division provides direct judicial assistance to Trial Chambers and the Appeals Chamber, consisting of legal research, drafting and other judicial support to the judges; preparation of the judicial calendar; maintenance and scheduling of courtrooms; and the recording, maintenance and registration of records of judicial proceedings, transcripts, motions, orders, decisions, judgements and sentences.

50. Other court-related functions of the division include the provision and maintenance of the detention facilities; the development and maintenance of a list of defence counsel; the establishment and maintenance of a system to remunerate defence counsel; and assistance to prosecution and defence witnesses testifying before the Tribunal. The division is headed by the Deputy Registrar at the D-1 level.

Immediate Office of the Deputy Registrar

51. The current staffing level of this office is one D-1 Deputy Registrar, one P-3 legal officer, one General Service (Other level) administrative assistant and one General Service (Local level) secretary.

Appeals Support Unit, The Hague

New post: 1 P-3 legal officer/appeals coordinator

52. Under the Immediate Office of the Deputy Registrar, the Appeals Support Unit in The Hague provides research and drafting assistance to the appeals judges on interlocutory and merit appeals and serves as a liaison unit with the Appeals Support Unit in Arusha with respect to all appeals documents. The authorized staffing level of this unit is one P-4 legal officer, two P-2 associate legal officers, one General Service (Other level) bilingual secretary and one General Service (Other level) registry clerk.

53. There has been an exponential increase in the number of appeals lodged in relation to the increasing number of accused persons and decisions rendered during the different stages of the Tribunal's judicial proceedings. Between September 1999 and June 2000, there were 35 new interlocutory appeals and two appeals against judgements. During the same period, the Chamber disposed of 28 appeals. Twelve interlocutory appeals, five appeals from judgements and two motions for review are currently on the docket of the Appeals Chamber. It is anticipated that the ICTR Appeals Chamber will receive at least 40 new interlocutory appeals in 2001.

54. There is a need to strengthen the current staffing level of the Appeals Support Unit in The Hague and, accordingly, the President of the Appeals Chamber has requested the establishment within the Unit of a mini-registry which would provide such court management services to the Appeals Chamber as arranging for filing of appeals documents at The Hague, notification of the parties and maintenance of judicial records and archives at The Hague. To carry out these tasks, as well as those related to case management, evidence assessment, managing the research work and drafting the Chamber's decisions and judgements, one P-3 legal officer/appeals coordinator is requested.

General Legal Services Section

Redeployed post: 1P-4 Legal Officer from Chambers Support Section to General Legal Services Section

55. The General Legal Services Section serves as an in-house legal counsel and provides advice to the Registrar and management of the Tribunal on legal matters pertaining to the agreements entered into between the Tribunal and host Governments and international legal matters arising from relations between the Tribunal and third countries or international organizations with regard to the arrest and surrender of suspects or accused; and assumes responsibility for the substantive preparation of the plenary sessions of the judges and for the subsequent implementation of those decisions falling within the mandate of the Registry. The section also provides legal advisory services on contractual agreements, including commercial agreements, between the Tribunal and third parties, cases of litigation between the Tribunal and third parties or claims brought against the Tribunal by host countries or third parties and internal challenges to decisions taken by management, including servicing of the various administrative bodies such as the grievance committee and disciplinary bodies. The section is also responsible, under rule 33 (B), for writing legal briefs and opinions on judicial matters that affect the Registry's operations.

56. The authorized staffing level of the General Legal Services Section is one P-5 Chief of Section/senior legal adviser, two P-3 legal officers and two General Service (Other level) posts for an administrative assistant and a bilingual secretary.

57. With the increasing number of judgements being rendered by the Tribunal and the resultant sentencing of more indictees, the issue of identifying and concluding an agreement with a host country to permanently accommodate the convicted persons while serving their sentences has become a major concern for the Tribunal. Therefore, one P-4 legal officer will be redeployed from the Chambers Support Section to the General Legal Services Section.

Chambers Support Section

New posts: 1 P-5 senior legal officer; 1 P-4 jurist-linguist (English-to-French); 3 P-3 judgement coordinators; 1 P-3 Chamber coordinator

Redeployed post: 1 P-4 legal officer to the General Legal Services Section

58. This section is composed of legal officers and associate legal officers (legal assistants) who assist the trial judges with analyses of submissions by the parties, legal research, drafting of judgements and decisions and miscellaneous matters related to the work of the Chambers.

59. The current staffing resources consist of two P-5 senior legal officers, one P-4 legal officer, one P-4 jurist-linguist (French-to-English), three P-3 posts consisting of one bilingual secretary, one Special Assistant to the President and two Chamber coordinators, two General Service (Other level), one administrative assistant and one General Service (Local level) secretary. In addition, the nine trial Judges are supported by nine P-2 associate legal officers and nine General Service (Other level) bilingual secretaries.

60. In order to address recommendation 19 of the Expert Group relating to increasing support to the trial judges, and as requested by the President on behalf of the Chambers, it is proposed that the Chambers Support Section be strengthened to assist the President and the judges in the timely preparation of judgements.

61. The current staffing resources of the section are inadequate to accommodate the anticipated joint trials in 2001, the concomitant increased workload and the new twin-track concept (trials being heard by each Trial Chamber during the same period). It is therefore requested that the post of one additional P-5 senior legal adviser be approved to provide the needed legal expertise to the judgement writing process, to conduct pre-trial preparation with the prosecution and defence counsel, thereby allowing trial judges the freedom to deal with more pressing matters. The senior legal adviser will also coordinate the legal research and writing efforts of each Trial Chamber, including decisions and motions.

62. One P-4 jurist-linguist (English-to-French) is required to complement the work of the current jurist-linguist (French-to-English) assigned to the Chambers Support Unit and to ensure accurate, precise translations and revisions of judicial decisions and legal documents.

63. Three P-3 trial judgement coordinators are requested in order to carry out legal research and to draft decisions on various legal issues. The coordinators will assist the senior legal adviser in drafting judgements.

64. Additionally, one P-3 Chamber coordinator is requested to provide assistance to the third Trial Chamber in writing motions and decisions and coordinating the research of associate legal officers. There are currently two coordinators performing this function for two Chambers.

Court Management Section

65. The Court Management Section is the basic judicial proceedings arm of the Registry. Its functions comprise the scheduling of proceedings on behalf of the Chambers, managing the courtrooms, registration and custody of briefs, motions, orders, decision, judgements and sentences, maintaining transcripts and minutes, setting priorities for interpretation and translation, providing exact and updated status of court proceedings and tracking the progress at every stage.

66. The section is also responsible within the Registry for ensuring the execution of arrest warrants by Member States and the legal and related arrangements for taking suspects and accused persons into the Tribunal's custody and transferring them to Arusha.

67. During 2000, the Registrar undertook direct supervision of the section to implement a comprehensive action plan aimed, inter alia, at restructuring the section. In this connection, two legal officers and one General Service (Local level) staff member were temporarily redeployed from other Registry sections to track, verify and expedite appeals documentation and coordinate with the Appeals Support Unit in The Hague. The Expert Group noted in its report that the Court Management Section must be adequately staffed to fulfil its mandate, and was supportive of the move by the Tribunal to temporarily borrow the posts from within the Registry to track, verify and expedite appeals documents. In addition to regularizing such temporary arrangements, additional posts are requested for the reorganization of the Section.

68. The reconfigured Court Management Section is organized into four Units: Judicial Proceedings Unit, Appeals Support Unit, Judicial Records and Archives Unit and Court Reporting Unit.

Office of the Chief of the Court Management Section

69. The current staffing of the Office of the Chief of the Court Management Section comprises one P-5 Chief of Section; one P-4 Deputy Chief, one General Service (Other level) bilingual secretary and one General Service (Local level) administrative assistant.

Judicial Proceedings Unit

New posts: 3 P-3 Court Management Section Coordinators; 3 General Service (Other level) judicial proceedings assistants

70. This unit is composed of one P-4 Head of Unit, three P-3 courtroom officers and three General Service (Local level) courtroom assistants.

71. The Judicial Proceedings Unit will be restructured into three fully operational teams, each supporting one Trial Chamber. Each team is to be headed by a Court Management Section Coordinator who will be the case manager and focal point for all administrative, procedural, and judicial matters concerning cases assigned to that

Chamber, serving as interface between the Chambers, the Office of the Prosecutor, defence teams and other services of the Registry. This arrangement is expected to steer the work of the Court Management Section towards greater responsiveness, as the Court Management Section Coordinators will provide direct counterpart for Chamber coordinators, prosecution trial coordinators and defence lead counsel in an arrangement aimed at the development of a dynamic and harmonious relationship between Chambers, Registry and other parties involved in the judicial process.

72. Three General Service (Local level) judicial proceedings assistants are requested in order to provide the administrative, paralegal, and linguistic support required by the Court Management Section Coordinators for indexing, registering, numbering and distributing court documents in both English and French. In addition to the legal aspect of their daily tasks, the judicial proceedings assistants will also be required to perform other office duties such as preparing correspondence, receiving and logging documents and attending to queries.

Appeals Support Unit, Arusha

New posts: 1 P-4 appeals officer, 1 General Service (Other level) appeals assistant

73. Currently matters related to appeals are handled by one P-2 associate legal officer and one General Service (Local level) courtroom assistant, both reporting to the Court Management Section, who serve as the registry for all ICTR appeals documents and provide logistical support for the Appeals Support Unit in The Hague. Two significant developments have occurred during the current year with respect to providing adequate support to the appeals process. One concerns recommendation 19 of the Expert Group, calling for additional legal support to the Appeals Chamber. The other important development relates to the plenary session held in Arusha in June 2000, at which rules 109, 117ter and 118 of the Rules of Procedure and Evidence were amended to allow parties to file their appeals in The Hague as well as in Arusha. In view of these events and as the number and complexity of matters brought before the Appeals Chamber has increased substantially, additional staffing resources within court management are required in order to address the needs of the Appeals Chamber.

74. It is therefore requested that an Appeals Support Unit be established in Arusha and that the existing level of staff be strengthened through the addition of one P-4 Appeals Officer and one General Service (Other level) appeals assistant.

75. The Appeals Officer, as the head of the Unit, will be responsible for providing additional support as recommended by the Expert Group and ensuring the accurate registry of the appeals documents and their dispatch to the Appeals Support Unit in The Hague. A post for an appeals assistant is also requested. The incumbent will provide administrative and clerical support to the Unit and assist in maintaining the unit's files and receiving documents from the defence counsel.

Judicial Records and Archives Unit

New posts: 1 General Service (Local level) audio-visual and exhibit assistant; 1 General Service (Local level) records clerk; 1 General Service (Local level) messenger

76. This unit is responsible for the maintenance, preservation and storage of evidentiary materials, court proceedings and records and transcripts in paper, electronic and audio-visual format. The current staffing level of the Unit is one P-3 archives officer, one P-2 associate records officer, one General Services (Other level) TRIM/LAN administrator, one General Service (Other level) bilingual secretary, and two General Service (Local level) records clerks. One General Service (Local level) audio-visual and exhibit assistant is requested to develop and implement strategies for the filing, storage, retrieval and long-term conservation of the growing collection of material (audio tapes date from the inception of the Tribunal). Additionally, one General Service (Local level) records clerk is requested to meet the demands of the increased workload generated by the activities of the Chambers and to alleviate the chronic understaffing of this unit.

77. Furthermore, one messenger is requested to be dedicated solely to the operations of the Judicial Records and Archives Unit. This will have very significant impact on the ability of the Court Management Section to receive and distribute in a timely manner the judicial records to the parties present in Arusha. The staff of the section are spread over numerous floors in several wings of a large conference centre complex. Documents received and filed every day must immediately be picked up by the messenger and delivered to the detainee, the judges, Trial Chamber coordinators, OTP trial attorneys of the Office of the Prosecutor and defence counsel.

Witnesses and Victims Support Section

78. The main function of this section is to arrange for the appearance of witnesses for the prosecution and the defence. The statutory activities of the section, as set out in various provisions of the Rules of Procedure and Evidence and the Statute of Tribunal include, inter alia, ensuring protective measures for victims and witnesses; assisting the Trial Chambers, upon consultation, in the determination of protective measures for victims and witnesses; requesting a judge or a Chamber to order appropriate measures for the privacy and protection of victims and witnesses; and providing support services to both prosecution and defence witnesses.

79. Following a comprehensive review of the Registry's judicial support activities and, with a view to enhancing their efficiency and making them more responsive to the needs of those being served, the Registrar in March 2000 initiated a restructuring of the section. The restructuring was carried out not only because of the vastly expanded workload of the Section, but also with a view to safeguarding the confidentiality of the individual witnesses and ensuring that the identity and security of prosecution and defence witnesses was not compromised. As a result, the Witnesses and Victims Support Section has been reconstituted into two separate sections, one dealing exclusively with prosecution witnesses and related issues, and the other dealing solely with the defence witnesses and related issues.

Witnesses and Victims Support Section — Prosecution (Arusha)

New posts: 1 P-4 Chief of Section; 1 General Service (Local level) security officer

80. The work of the Prosecution component of the Witnesses and Victims Support Section encompasses two distinct types of services: protection and support. Protection services entail ensuring the safety and security of witnesses at their places of residence and other security locations and during their movement from/to their place of residence to/from Arusha, as well as the responsibility of providing complete security and safety while they are in Arusha and staying in a safe house.

81. Support services consist of providing financial, medical, psychological and other required assistance. This assistance involves, inter alia, compensation for lost earnings, arrangements for accompanying support persons, local shelter and transportation, hiring of guards or farm help, 24-hour guards and case workers, and provision of child support services during the absence of witnesses. The section also liases with relevant Governments and non-governmental bodies in matters relating to witness support.

82. The current staffing level of this section consists of one P-3 protection officer, four General Service (Other level) posts comprising three witness support assistants and one administrative assistant, three Security Service officers and four General Service (Local level) posts for one security officer (Local level), two cooks and one housekeeper.

83. A new post at the P-4 level for Chief of Section is requested, given that the previous Chief of the combined Section is now Chief of the Witnesses and Support Section — Defence.

84. The Chief of Section will supervise and coordinate the overall operation of the section and be responsible for the day-to-day management, implementation and supervision of programmes for the protection and support of prosecution witnesses.

85. Additionally, one local-level security officer is requested to supervise the Tanzanian police officers guarding the safe houses. This is essential when witnesses are in residence, especially to prevent collusion. The security police officers also assist in moving the witnesses from and to the safe houses under the supervision of the Security and Movement Coordinator, and assist the Security and Movement Coordinator in providing close protection of witnesses during their movement to/from, and in court.

Witnesses and Victims Support Unit — Prosecution: Field operations (Kigali)

New post: 1 General Service (Local level) security officer

86. The current authorized staffing for the field operations in Kigali is one P-2 associate witness support officer, one General Service (Other level) administrative assistant, two Security Service officers (Other level) and seven General Service (Local level) posts consisting of five witness support assistants, one driver and one housekeeper.

87. At the pre-trial stage, the preparation of documents, the briefing and collecting of witnesses requires at least two to three trips to the field per trial. During the post-trial monitoring phase, every witness must be contacted on a regular basis. With

more trials being completed, the list of witnesses under the protection of the Witnesses and Victims Support Section — Prosecution is increasing. The requested post for a security officer at the local level is vital for the fulfilment of these duties.

Witnesses and Victims Support Section — Defence (Arusha)

New post: 1 security officer (Local level)

Redeployed post: 1 P-3 protection officer (from Witnesses and Victims Support Unit, Kigali, to Witnesses and Victims Support Section, Arusha)

88. The Witnesses and Victims Support Section — Defence is concerned with the support and the protection of three categories of defence witnesses, who may themselves also have been victims of the genocide: non-protected witnesses, expert witnesses, and protected witnesses including detainee witnesses. Additionally, the section ensures that orders for protective measures issued by Trial Chambers are fully implemented.

89. Restructuring of the Witness and Victims Support Section has resulted in the redistribution of its existing limited staffing resources. In that regard, the current staffing level of the restructured Witnesses and Victims Support Section — Defence in Arusha includes one P-4 Chief of Section, one P-2 associate witness support officer, three General Service (Other level) witness support assistants, one Security Service (Other level) staff as a movement coordinator, one Security Service (Other level) staff as a Security Service officer and five General Service (Local level) posts, consisting of two cooks, two security officers, and one housekeeper.

90. In view of the forthcoming joint trials, there is a need for increased attention to security and protection-related matters. Under the supervision of the Security and Movement Coordinator, the requested additional security officer will assist in planning and executing witness movement within Rwanda and the United Republic of Tanzania. The incumbents set up and run command posts at each safe house and the operations room of the Section's facilities in Rwanda and the United Republic of Tanzania. The officer additionally provides escort and close protection to witnesses in transit from their place of residence to the safe house and back, to the airport and back and to/from the courthouse and performs other necessary security coverage as required.

91. Since the majority of defence witnesses are expected to come from areas other than Rwanda, there is no requirement to maintain a protection officer in Kigali. The post of P-3 protection officer will be redeployed from Kigali to Arusha, where the need for the function is greater.

Witnesses and Victims Support Unit — Defence: Field operations (Kigali)

92. The current staffing level for the field operations of the Witnesses and Victims Support Unit — Defence (Kigali) includes one P-3 protection officer, two Security Service officers and two General Service (Local level) witness support assistants.

Redeployed post: 1 P-3 protection officer (to Arusha)

93. It is proposed that the post of P-3 protection officer be redeployed from Kigali to Arusha, where the need for the function is greater, as it is expected that the majority of defence witnesses will come from areas other than Rwanda.

Legal Library and Reference Unit

New posts: 1 General Service (Local level) library clerk — Arusha; 1 General Service (Local level) library clerk — Kigali

94. The function of the Library is to make available to the lawyers and others involved in the work of the Tribunal the documentation and information they require to accomplish their duties and to assist them with legal research, including utilization of new technological research tools. The Library is also responsible for developing and implementing the Tribunal's documentation and information policy, devising a policy regarding the acquisition of books and periodical holdings and preparing and disseminating information material.

95. In line with recommendation 40 of the Expert Group, the Library and Reference Unit should be given the necessary resources to address the extensive research required by the prosecution and the defence for the facilitation of their work.

96. The Library staff is divided between the main library in Arusha and a branch service in Kigali. It consists of one P-3 Chief of Unit, one P-2 assistant librarian (Kigali), one P-2 information processing librarian (Arusha), one General Service (Other level) library assistant (Arusha) and two General Service (Local level) library assistants (one each for Arusha and Kigali).

97. With the increase in the number of research requests, strengthening of the Unit is required. Accordingly, two General Service (Local level) library clerks are requested (one each for Arusha and Kigali) to record (check in) and stamp new acquisitions and for the arrangement of the documents and books on the shelves, reproduction of documents, particularly the jurisprudence of the Tribunal, and their entry into the ICTR database.

Division of Administration

Office of the Chief of Administration

New post: 1 General Service (Other level) administrative assistant

98. The Division of Administration is responsible for providing services for all activities of the Tribunal in the areas of personnel, budget, finance, language and conference services, General Services, transport, communications, information technology and security services.

99. The Chief of Administration is responsible for the management of the division and the strategic planning of services and support to all the organs of the Tribunal. The staffing of the office comprises one D-1 Chief of Administration, one P-4 administrative officer, one General Service (Other Level) budget assistant, two General Service (Other level) administrative assistants (based in New York) and one General Service (Local level) senior secretary.

100. In view of the fact that the processing of international staff payroll continues to be handled by Headquarters, the maintenance of two General Service (Other level) administrative assistants at Headquarters will continue to be required to assist the Tribunal in payrolling its international staff members until such time as the function is delegated to the Tribunal.

101. The budgetary function in the Tribunal is carried out in the Office of the Chief of Administration by a P-4 administrative officer. In view of the overwhelming volume of work, it is requested that a General Service (Other level) post for an administrative assistant be approved for the Office of the Chief of Administration to provide administrative and budgetary support.

Personnel Section — Arusha

102. The Personnel Section performs three distinct services: recruitment, staff administration and training. It also provides assistance to staff in all other matters related to personnel administration in accordance with established regulations and rules of the United Nations.

103. The section is currently composed of one P-5 Chief of Section, three P-3 posts for a recruitment officer, a personnel officer and a training officer, one General Service (Principal level) and four General Service (Other level) posts for personnel assistants and four General Service (Local level) posts for clerical support.

104. With the arrival of the new Chief of Personnel in 2000, the Personnel Section has been reorganized with a view to streamlining and strengthening it thereby enabling it to be more service-oriented and to perform its functions more efficiently. The restructured section is composed of the following: Personnel Administration Unit; Recruitment Unit; Information Management and Internal Control Unit; and Training, Staff Welfare and Counselling Unit.

Office of the Chief of Personnel

105. The Office is headed by one P-5 Chief of Personnel and supported by one General Service (Local level) secretary.

Personnel Administration Unit

106. The unit is responsible for processing staff entitlements and benefits pursuant to the delegation of authority on human resource management granted to the Tribunal by the Department of Management.

107. The current staffing level of the Unit is one P-3 personnel officer, one General Service (Principal level) personnel assistant, one General Service (Other level) personnel assistant and one General Service (Local level) clerk.

Recruitment Unit

New post: 1 General Service (Other level) personnel assistant

108. The unit is responsible for recruitment of staff, human resources planning, including planning necessitated by vacancies created through separation, termination and retirement of staff, as well as allocation of new posts, and advertisement of vacancies. It is also responsible for the management and maintenance of a roster of

qualified candidates. The unit is headed by a P-3 recruitment officer who is assisted by two General Service (Other level) personnel assistants.

109. One additional General Service (Local level) personnel assistant is requested to strengthen recruitment in 2001 to aid the Personnel Section in reducing the vacancy rates. The personnel assistant will provide substantive assistance and support to the Chief of Unit.

Training, Staff Welfare and Counselling Unit

New post: 1 General Service (Local level), Secretary/Training Clerk

110. Since its establishment in 1997, the unit has conducted a total of 169 courses, 50 of them in 1998 and 119 in 1999. As at 31 July 2000, the unit had conducted courses for 361 participants. The activities of the unit have increased significantly.

111. Current staffing comprises one P-3 training officer. With the expansion in the number of staff development activities for 2001, one General Service (Local level) post for secretary/training clerk is requested to provide secretarial/clerical support.

Finance Section — Arusha

112. The Finance Section is responsible for providing financial services to the Tribunal and is divided into four units: Accounts Unit; Payments Unit; Payroll Unit; and Cashiers Unit. The Accounts Unit approves and records obligations, expenditures and all other financial transactions and compiles the monthly financial statements. The Payments and Payroll Units focus on settlement of claims to vendors, other third parties and entitlements to staff. These units also issue billings to staff for telephone and fuel charges, as well as for other services to staff and third parties as requested.

113. The Finance Section has had to borrow three posts temporarily in order to implement efficiently the Delegation of Authority relating to Human Resources Management. To return the borrowed posts to their respective sections and to provide adequate and improved financial services to the Tribunal, additional staffing resources are requested.

114. The current authorized staffing for the Section includes one P-5 Chief of Finance, one P-4 General Accounts Unit Chief, one P-3 Chief of the Payments Unit, one P-2 Chief of the Payroll Unit, eight General Services (Other level) posts, consisting of five finance assistants, one cashier and two finance clerks, and three General Service (Local level) posts comprising two finance clerks and one secretary.

Office of the Chief of Finance

115. The Office is headed by one P-5 Chief of Finance and supported by one secretary at the General Service (Local level) level.

Accounts Unit

New post: 1 General Service (Local level) accounts clerk

116. The Accounts Unit is responsible for all input and output of the Tribunal's computerized budgetary, financial and accounting systems. This includes

appropriations, allotments, obligations and disbursements. Other major responsibilities include reconciliation of all ICTR bank accounts, control analyses and review of various accounts receivables and payables, maintenance of registers of approving and certifying officers and updating general ledger, distribution of varied types of reports as Status of Allotments, trial balance and posting records.

117. The current staffing of the unit consists of one P-4 Chief of Accounts, three General Service (Other level) posts comprising two finance assistants and one finance clerk.

118. During past years, the unit has experienced difficulty in producing timely financial statements for submission to Headquarters. In order to alleviate the workload of the unit and meet reporting deadlines, it is requested that one General Service (Local level) accounts clerk be approved to reinforce the unit.

Payments Unit

New post: 1 General Service (Other level) finance assistant

119. The Payments Unit is responsible for payment of salaries to local staff, payment to vendors and to individuals on the basis of supporting documents. The unit is also responsible for payment and liquidation of all financial transactions relating to travel claims and the replenishment of all imprest petty cash funds.

120. Over the years, the Payments Unit has been operating with three borrowed posts from other sections in addition to the authorized posts for one P-3 Chief of Payments Unit and two General Service (Other level) posts for finance assistant and clerk.

121. On the basis of the actual workload indicators since 1998, the unit has processed a total amount of vouchers of 5,175 for 1998, 6,556 for 1999 and 3,811 in the first six months of 2000. This shows that the workload of the Unit has been steadily increasing.

122. It is anticipated that all temporarily borrowed posts will be returned to their respective units. Additionally, in view of the complexity and time-consuming review required to process the payment of fees for the defence teams, which has risen substantially, and of the increasing volume of travel claims, the post of an additional finance assistant is requested.

Payroll Unit

New post: 1 General Service (Other level) finance assistant

123. The unit is responsible for payment of staff salaries and related allowances, reconciliation and payment of insurance premiums and Pension Fund, and separation payments for local staff. The Tribunal's local payroll is run on a computerized payroll system on a monthly processing schedule.

124. The current staffing of the Payroll Unit comprises one P-2 Chief of Payroll and two General Service (Other level) finance assistants.

125. The number of staff members being payrolled has risen substantially. This includes all local staff and the local portion of salaries for international staff. In view of the extended delegation of authority granted to the Tribunal to process, inter

alia, education grant claims, a General Service (Local level) finance assistant is requested to ensure proper and timely processing of these claims.

General Services Section

126. The General Services Section provides services to the Tribunal in the areas of procurement, information technology and management of information systems, claims and property survey, receipt and inspection of goods, property and inventory control, distribution of supplies, transportation, travel, shipping, visas, resident permits, air operations, building management and central registry. The section is headed by one P-5 and supported by one General Service (Local level) secretary.

Communications Unit

127. This unit is responsible for providing satellite communications and information technology, emergency power generation and technical support to courtroom proceedings, as well as for plenary and other meetings.

128. The Communications Unit is divided into two separate functions: Telecommunications Services and Audio-visual Service. It is headed by one P-4 Chief of the Communications Unit who is supported by one General Service (Local level) secretary.

129. Telecommunications Services is staffed by eight Field Service staff consisting of one senior radio technician, one transmission engineer, one switching engineer, four radio technicians and one logistics clerk, supported by three (Local level) switchboard operators.

130. Audio-visual Service is composed of one P-2 audio-visual coordinator, five Field Service staff, consisting of one court technical supervisor, one video operator, one camera operator, one graphics technician and one video editor, and three General Service (Local level) posts, consisting of two sound technicians and one video mixer operator.

Audio-visual Services

New posts: 7 General Service (Local level) posts consisting of 2 camera operators, 2 video operators, 2 video editors and 1 sound technician

131. Three audio-visual posts were approved in the Tribunal's 2000 budget for the purpose of operating the newly installed audio-visual systems donated for two courtrooms to the Tribunal by the Government of France in 1999. The Tribunal is in the process of equipping the third courtroom with equipment similar to that donated by the French Government, using the funds provided in the 2000 budget.

132. During the year, a study was undertaken to determine the staffing requirement to ensure the efficient operation of the audio-visual equipment in three Trial Chambers.

133. The study revealed that the Courtroom Audio-visual Services needed to be strengthened considerably in order to operate the equipment effectively and efficiently in the courtrooms.

134. In addition to the existing eight posts (six Field Service and two Local level) for this purpose, seven additional General Service (Local level) posts are requested:

two camera operators, two video operators, two video editors and one sound technician.

Electronic Data Processing/Management Information Systems

New posts: 1 General Service (Other level) database administrator

135. The Electronic Data Processing/Management Information Systems sub-unit is responsible for providing information technology (IT) services to the Tribunal. These services encompass all IT-related technical support, including but not limited to network infrastructure development/support, data communications, help desk services, IT technical training, software application evaluation, computer equipment evaluation and other technical support within the Tribunal.

136. The sub-unit is currently composed of one P-3 Chief of Unit, one P-2 programme analyst, one P-2 associate EDP officer, six General Service (Other level) posts which include two LAN administrators, one assistant programme analyst, one assistant programmer, one help desk supervisor and one systems support assistant, plus six General Service (Local level) posts, comprising one secretary, two computer system assistants, two help desk clerks and one computer operations assistant.

137. In order to strengthen and support the technical needs of the Tribunal in 2001, one additional General Service (Other level) post is requested.

Other General Services Unit

138. This unit is responsible for the delivery of travel services, including air operations, travel of staff and consultants, visas and shipping, claims and local property survey, central registry and pouch, property control and inventory, receiving and inspections and internal reproduction. The unit is divided into sub-units comprising Travel, Shipping and Air Operations; Central Registry; Property Control and Inventory; Stores and Supplies; and Receiving and Inspection. The unit is headed by one P-3 Chief of Unit.

Central Registry

New posts: 1 General Service (Other level) photocopier technician; 1 General Service (Local level) fax operator and 1 General Service (Local level) messenger

Redeployment: Reproduction Sub-Unit (2 General Service (Local level)) to Languages and Conference Services Section

139. The Central Registry sub-unit continues to provide critical support services in the operations of the Tribunal. It is responsible for recording, forwarding and distributing all correspondence received in the form of mail, pouch and fax. It also accounts for all official outgoing correspondence. It further provides services of messengers to all offices in the Tribunal. In 2000, the added responsibilities of the Radio/Fax Centre were added to the Central Registry. The principal functions are divided into Mail Services, Archives and Pouch, Messenger Services, Fax Centre, and Reproduction and Photocopier Maintenance Services.

140. The current staffing includes one General Service (Other level) supervisor, one Field Service radio/fax operator and five General Service (Local level) posts

consisting of two registry clerks, one registry assistant, one photocopy technician and one reproduction clerk.

141. The Central Registry is responsible for the dissemination and receipt of documents including defence briefs, draft indictments, transcripts, payments, vouchers and personal correspondence. All of these incoming documents must be logged in, archived and dispatched to the respective recipients.

142. In order to strengthen the services of the Central Registry, one photocopier technician (General Service (Other level)) is requested for the Central Registry. Apart from the heavy-duty reproduction machines, the Tribunal has 35 medium and large photocopiers assigned to various offices in Arusha. Although these copiers have been contracted out to local vendors for repairs and maintenance, the proposed technician, in addition to photocopying functions, would routinely repair and maintain the photocopier machines on a timely basis, thus reducing the Tribunal's dependence on local contractors for minor repairs that have proved to be costly and unreliable.

143. In the Conference Centre, there are 10 floors consisting of more than 250 office rooms occupied by various ICTR sections. The incoming and outgoing documents originating from key offices have to be delivered in hard copy to all sections concerned via the Central Registry via messengers. The messengers also perform a key function of photocopying and filing documents, in addition to their distribution functions. In 2001, additional locations are anticipated, which would further increase the workload currently experienced by the Central Registry. Accordingly, an additional post of General Service (Local level) messenger is requested.

144. The Fax Centre of the Central Registry is the central location for documents in the Tribunal as it accounts for 60 per cent of the official incoming and outgoing correspondence. It is open for more than 12 hours on regular working days and a minimum of 3 hours during the weekend and on every public holiday. In order to maintain the fax service for all the required hours, an additional General Service (Local level) fax operator is requested.

145. Since the work of the Reproduction sub-unit falls more appropriately under the purview of the Languages and Conference Services Section, the three General Service (Local level) posts will be redeployed to fall under the supervision of the Documents Control Officer in the Languages and Conferences Services Section.

Security and Safety Section — Arusha

146. The main functions of the Security and Safety Section include the protection of staff members and detainees, the protection of United Nations property, the international transfer of detainees, the local transfer of detainees to the court, maintaining the safety of the courtrooms during trials, the collection and analysis of information related to threat levels, the investigation of incidents and accidents involving personnel and property and the protection of Tribunal VIPs, and backstopping of security-related activities in connection with witnesses and victims support.

147. The current authorized strength of the section is 101 staff members, consisting of one P-5 Chief of Section, one P-3 Commander of the Detention Facility, one P-3

Deputy Security Chief, thirty-six international and fifty-three local level Security Officers, and nine local level support staff.

148. The total number of 101 posts includes posts within the United Nations Detention Facility and are assigned to each Unit as described in the following paragraphs.

Office of the Chief of Security and Safety

149. The Office of the Chief of Security and Safety comprises one P-5 Chief of Section, one General Service (Local level) Administrative Assistant, and one General Service (Local level) Secretary.

United Nations Detention Facility

New post: 1 P-3, social welfare officer

150. As at 30 June 2000, the United Nations Detention Facility at Arusha, managed by the Tribunal with the assistance of the Tanzanian Prison Authority, houses 34 detainees and 7 prisoners in 10 compartments consisting of 54 cells. The Facility also consists of a kitchen, a library, a sports gymnasium and an outdoor recreational area. Owing to certain security requirements, the Detention Facility also has an annex where two of the convicts are being held.

151. Apart from providing security and safety for the detainees, the Detention Facility provides services such as food preparation; medical and dental monitoring; mental health and physical hygiene monitoring; detainee transfers to court and to the hospitals in Arusha, Moshi and Nairobi; and purchasing clothing and other personal effects for detainees. There is also an administrative component that includes such activities as mail and telephone registering; and mail and telephone censoring.

152. In order to meet the demands of the increasing number of detainees and the number of convicts awaiting transfer for implementation of enforcement of sentences, additional land adjacent to the current United Nations Detention Facility will be acquired from the Tanzanian Government on which additional cell blocks will be constructed. In view of the proposed expansion of the Facility, additional staffing resources will be required in 2001.

153. The authorized staffing level for the Detention Facility comprises one P-3 Commanding Officer, eight Security Service officers, consisting of one Deputy Commander and seven Security Service officers, 10 (Local level) Security officers and 8 General Service (Local level) support posts, including 3 cooks, 1 administrative clerk, 1 secretary, 2 censors, and 1 watchman.

154. Owing to the steady increase in the number of detainees, it is becoming more difficult to monitor their individual welfare and well-being. The proposed social welfare officer at the Facility will be responsible for evaluating detainees' physical and mental health, assessing their individual needs, providing individual/group guidance and counselling services, as well as developing and carrying out corrective programmes aimed at counteracting any antisocial behavioural tendencies. The social welfare officer will also assist Facility staff members in improving their skills in dealing with detainees, as well as conducting individual/group stress management sessions to help staff members cope with the work environment. Additionally, the

officer will organize and monitor cultural activities and family visits in accordance with United Nations standards of detention.

Languages and Conference Services Section — Arusha

155. The Languages and Conference Services Section is responsible for ensuring that the Tribunal is able to carry out its mandate in English and French, its working languages under article 31 of the Statute, as well as in Kinyarwanda. The section has organizational responsibility for servicing plenary sessions and for issuing and recording all documents pertaining to those meetings. The challenge of the section remains one of satisfactorily providing simultaneous and consecutive interpretation and translation services to the Chambers.

156. The section provides interpretation/translation services at three separate locations: Arusha, Kigali and The Hague. In Arusha, it is organized as follows: Interpretation/Translation Unit, Proof-reading and Text Processing Unit, Documents Control Unit and Terminology and Reference Unit. In Kigali, Languages and Conference Services is subdivided into the same number of units. Additionally, a small Language Support Unit at The Hague provides language and documents control support to the Appeals Chamber.

157. The current established staffing level of the section is 1 P-5 Chief of Section, 4 P-4 translator/interpreters, 3 P-4 revisers/English, 3 P-4 revisers/French, 28 P-3 translator/interpreters/English and French, 1 P-3 translator/interpreter/Kinyarwanda, 1 P-3 translator/interpreter/English/French at The Hague, 1 P-3 reviser/Kinyarwanda, 1 P-3 documents control officer, 1 P-2 translator/Kinyarwanda and 8 General Service (Other level) support posts, including 4 bilingual secretaries, 2 proof-readers, 1 bilingual reference assistant and 1 documents control assistant.

Office of the Chief of Languages and Conference Services

158. The Language and Conference Services Section is headed by one P-5 Chief of Section and supported by one General Service (Other level) bilingual secretary.

Interpretation/Translation — Arusha

New post: 1 P-3 reviser/Kinyarwanda

Redeployed posts: 11 P-2 translator/interpreters/Kinyarwanda from Kigali to Arusha

159. With a view to expediting the administration of justice, the approach of the prosecution is to join indictments and try cases with more than one accused. The increased number of accused being tried at one time has had a significant impact on the Languages and Conference Services Section. The section is currently required to translate a greater number of documents at any given time, resulting in a high demand for timely translation services. Additional staff members will therefore be needed to cope with the situation.

160. In anticipation that the three Trial Chambers will operate simultaneously, it would be necessary to assign each Trial Chamber a complete team of interpreters. The volume of work submitted for processing as at 30 June 2000 (January to June) stands at 8,944 pages (including 1,011 pages pertaining to the Musema judgement and appeals documents totalling 1,504 pages).

161. To process 8,944 pages, the section would need 15 translators over a six-month period. Approval is therefore requested for two posts at the P-3 level, for one English-to-French and one French-to-English translator/interpreter.

162. It is also requested that 11 P-2 Kinyarwanda translator/interpreter posts be redeployed from Kigali in order to support the translation requirements of the trial teams now posted in Arusha, as well as to address the increasing number of interlocutory and merit appeals pending before the Appeals Chambers.

Proof-reading and Text Processing Unit

New post: 4 General Service (Other level) bilingual secretaries (3 English/French and 1 French/Kinyarwanda)

163. This unit is responsible for typing all documents, transcribing audio cassettes, inserting corrected texts into final documents and formatting and finalizing documents for review by the proof-readers. The proof-readers in turn ensure that there are no errors in the text. The documents are quality-controlled by the proof-readers and returned to the text processors for incorporation in the final version for the revisers.

164. The current staffing level of the unit consists of two General Service (Other level) proof-readers and three General Service (Other level) bilingual secretaries. The level of support posts needs to be brought in line with the level of substantive posts. The current ratio is inadequate and does not enable the Section to handle expeditiously and effectively material submitted for processing.

165. Accordingly, a total of four bilingual secretaries (three English/French and one French/Kinyarwanda) are requested. The language expertise needed to operate such a unit is not locally available. At present, there is only one text processor in Kinyarwanda coping with the workload.

Documents Control, Terminology and Reference Unit

New posts: 1 General Service (Local level) conference clerk and 1 General Service (Other level) bilingual reference assistant

Redeployment: Reproduction sub-unit from Central Registry (2 General Service (Local level))

166. The unit is primarily responsible for providing document services to plenary sessions and meetings hosted by the Tribunal. A significant aspect of their duties is necessity to prepare and issue all conference documents in accordance with United Nations standards governing official documents. The current authorized level of staff comprises one P-3 documents control officer and two General Service (Other level) posts for a documents control assistant and a bilingual reference assistant.

167. With the operation of the three Trial Chambers and the increased number of non-court meetings, it is proposed that one General Service (Local level) conference clerk post be authorized to provide the various room services (liaising with Court Management concerning day-to-day calendar management, securing from the Archives Unit documents before trial hearings, etc.).

168. The unit also provides support to substantive officers by performing research and supplying reference materials required for interpretation/translation duties. Other responsibilities include compiling terminology for the purposes of preparing a glossary and maintaining a terminology/reference database. To strengthen the services of the unit in this area, one bilingual reference assistant is requested.

169. In order to observe the United Nations practice of placing the reproduction of documents under the purview of the Languages and Conference Services Section, the Reproduction sub-unit (2 General Service Local level posts) is transferred from the Central Registry to the Documents Control, Terminology and Reference Unit of the Language and Conference Services Section.

Language Support to Appeals Chamber — The Hague

New posts: 1 P-4 reviser and 1 General Service (Other level) bilingual secretary

170. This unit of the Languages and Conferences Services Section at The Hague provides, for ICTR appeals, translation/interpretation and registry assistance to the appeals judges posted at The Hague. It is currently staffed by one P-3 translator/interpreter.

171. As a result of recent developments, including the amendments to the Rules of Procedure and Evidence adopted at the plenary held in Arusha in June 2000, appeals documents can now be filed at The Hague in addition to Arusha.

172. In view of this, and in line with a recommendation proposed by the President of the Appeals Chamber, one P-4 reviser is requested to ensure the accuracy and quality of translation provided by the translators/interpreters. It is also important to bear in mind that Expert Review Group recommendation 41 addressed the necessity of the Language Services Section to better contribute to the effective functioning of both Trial and Appeals Chambers and the Office of the Prosecutor and urged that required resources be provided in order to facilitate the appeals process. It is expected that there will be a surge in the workload of this unit to cope with the increased number of trials and appeals cases. In addition to interlocutory appeals, eight judgements rendered to date have resulted in as many appeals. Accordingly, a P-4 reviser is requested in order to strengthen the language support to the Appeals Chamber at The Hague. In addition, one bilingual secretary is requested in order to provide support to the unit in The Hague.

Kigali

173. Pending the decision by the Security Council on Expert Group recommendation 45 and in order to partially address the matter raised therein relating to the necessity of increasing the efficiency of the administrative support services provided to the Office of the Prosecutor in Kigali, the Tribunal in 2001 is requesting additional human resources to provide improved and efficient services in Kigali. The additional delegation of authority granted by the Registry to permit the Kigali administrative office to function semi-autonomously would also require added support.

174. The functions of the various Kigali administrative units are comparable to those in Arusha but are specifically intended to provide the delivery of services to the Office of the Prosecutor and the Witness and Victims Support Units in Kigali.

175. The current authorized staffing of the Administrative Services at Kigali is as described below.

Office of the Deputy Chief of Administration

New post: 1 General Service (Other level) bilingual secretary

176. The Office is headed by a P-5 Deputy Chief of Administration, supported by one P-3 associate administrative officer. The administrative officer also supervises the Procurement Unit.

177. The principal objectives of the Administrative Services Section in Kigali are to provide administrative and logistical support and to ensure that United Nations policies and guidelines are implemented effectively and efficiently while providing services to the Office of the Prosecutor in Kigali. To achieve these objectives, a General Service (Other level) bilingual secretary is required to provide secretarial support to the Deputy Chief of Administration.

Personnel

New post: 1 General Service (Local level) personnel clerk

178. The unit is headed by one P-3 Personnel Officer and supported by one General Service (Principal level) personnel assistant and one General Service (Other level) post.

179. The current complement of a staff of three is inadequate to efficiently service the staff members in Kigali. To ensure adequate personnel services and to carry out the functions delegated, there is an urgent need to establish one additional post of a General Service (Local level) personnel clerk in 2001.

Finance

New post: 1 General Service (Local level) finance clerk

180. The Finance Unit is headed by one P-3 Finance Officer and supported by one General Service (Principal level) finance assistant and one General Service (Other level) finance assistant.

181. The unit needs to be augmented by one General Service (Local level) finance clerk to provide administrative and clerical support to the unit, such as typing of correspondence, documents filing, photocopying, arranging shipment of disbursement vouchers to Arusha, assisting in the processing of claims for travel and residential security reimbursements.

Registry

New posts: 2 General Service (Local level), consisting of 1 documents clerk and 1 messenger

182. The current staffing of the Registry includes one General Service (Principal level) registry assistant and one General Service (Local level) photocopier technician.

183. In view of the voluminous documentation being received in the Registry via fax, mail and pouch, involving approximately 1,700 items per month which must be properly recorded, one documents clerk is needed to assist in scanning documents into the computer's files. The number of staff in the Registry as it currently stands is inadequate to cope with the influx of documents. Moreover, in view of the additional prefabricated offices erected outside the Amahoro building, one messenger is needed to provide messenger services among the various offices.

Buildings Management

Redeployed posts: 3 General Service (Local level) posts including 2 electricians and 1 generator mechanic from Communications (within Administrative Services, Kigali)

184. The current staffing of the service includes one P-2 associate BMS officer and four General Service (Local level) posts, including one BMS supervisor, one BMS assistant, one plumber and one clerk.

185. Similar to the Buildings Management Services Unit in Arusha, two electricians and one generator mechanic will be redeployed to the BMS Unit from the Communications Unit in order to consolidate all functions relating to buildings management. This move will enable the Buildings Management Unit to provide more efficient and reliable services.

Travel and Shipping

186. Travel and shipping services are provided by one General Service (Local level) travel clerk.

Transport

New posts: Two General Service (Local level)

187. Transport services are provided by 2 Field Service mechanics and 17 General Service (Local level) posts consisting of 8 drivers, 1 store clerk, 1 transport clerk, 1 dispatcher, 1 auto electrician and 5 auto mechanics.

188. With a view to strengthening the transportation service, it is requested that two additional driver posts be authorized to bolster the staffing of this unit.

Communications

Redeployed posts: 3 General Service (Local level) posts — 2 electricians and 1 generator mecnanic — to Buildings Management Services

189. The unit is currently staffed with five Field Service posts comprising two radio technicians, one switching engineer and two radio/fax operators, plus seven General Service (Local level) posts consisting of one generator mechanic, two electricians, two switchboard operators, one billing clerk and one telephone technician.

190. The posts of two electricians and one generator mechanic will be redeployed from the Communications Unit to the BMS Unit as explained in paragraph 185 above.

Languages and Conference Services

New posts: 1 General Service (Local level) bilingual secretary (English/French);
1 General Service (Local level) bilingual secretary (Kinyarwanda/French);
1 General Service (Local level) transcript typist

Redeployed posts: 11 P-2 interpreters/translators/Kinyarwanda to Arusha

191. The unit is divided into four sub-units, comprising Revision, Translation/Interpretation (English/French), Translation/Interpretation (Kinyarwanda) and Editing/Typing. The current staffing consists of 4 P-4 translators/interpreters/revisers, 7 P-3 translators/interpreters, 2 P-2 translators/interpreters (French/English), 14 P-2 Kinyarwanda translators, 3 General Service (Other level) posts, consisting of 2 bilingual secretaries and 1 bilingual reference assistant, plus 8 General Service (Local level) interpreters/translators.

192. It is proposed that one General Service (Local level) bilingual secretary (English/French) be approved to process the translation completed by 11 substantive officers.

193. Additionally, one General Service (Local level) Kinyarwanda/French secretarial post is requested to absorb the volume of handwritten exhibits, i.e. letters, diaries and reports from local courts of justice in various prefectures.

194. Furthermore, one General Service (Local level) transcript typist is requested to proceed with the transcription of the outstanding material in the "*Media*" case and all material generated as part of the continuing investigations (recorded interviews and other taped evidence in Kinyarwanda collected by investigators from the Office of the Prosecutor from potential witnesses in or out of Rwandan prisons) prior to verification and translation.

195. Eleven P-2 Kinyarwanda translator/interpreter posts will be redeployed from Kigali to Arusha to support the translation requirements of the trial teams now posted in Arusha, as well as to address the increasing number of interlocutory and merit appeals pending before the Appeals Chambers.

Annex III

Monthly incumbency report, 2000

International Criminal Tribunal for Rwanda

	Authorized staffing (2000)	*Actual staff on board*								*Projected for September–December*			
		31 Dec. 1999	*Jan.*	*Feb.*	*March*	*April*	*May*	*June*	*July*	*Aug.*	*Sept.*	*Oct.*	*Nov.*	*Dec.*
A. Total, International Criminal Tribunal for Rwanda														
Professional category and above														
USG	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ASG	1	1	1	1	1	1	1	1	1	1	1	1	1	1
D-2	1	1	1	1	1	1	1	1	1	1	1	1	1	1
D-1	4	3	3	3	3	3	3	3	2	1	2	2	2	3
P-5	24	18	17	17	17	18	18	18	18	19	20	21	23	23
P-4	64	52	51	53	52	53	53	52	51	50	51	51	51	53
P-3	135	96	104	108	110	110	110	113	115	117	115	118	120	123
P-2	97	62	66	65	64	64	65	66	65	66	65	67	68	78
Subtotal	**326**	**233**	**243**	**248**	**248**	**250**	**251**	**254**	**253**	**255**	**255**	**261**	**266**	**282**
Vacancy rate (percentage)			**25.5**	**23.9**	**23.9**	**23.3**	**23.0**	**22.1**	**22.4**	**21.8**	**21.8**	**19.9**	**18.4**	**13.5**
General Service and related categories														
GS/PL	6	4	4	4	5	6	6	6	6	6	6	6	6	6
GS/OL	140	110	118	119	120	120	119	120	120	120	118	119	121	133
Field Service	24	15	17	17	17	18	16	17	17	18	18	18	18	21
Security Service	82	67	73	74	70	69	68	66	71	71	70	70	76	81
Local level	232	206	208	207	203	203	201	201	205	207	207	207	207	207
Subtotal	**484**	**402**	**420**	**421**	**415**	**416**	**410**	**410**	**419**	**422**	**419**	**420**	**428**	**448**
Vacancy rate (percentage)			**13.2**	**13.0**	**14.3**	**14.0**	**15.3**	**15.3**	**13.4**	**12.8**	**13.4**	**13.2**	**11.6**	**7.4**
Total	**810**	**635**	**663**	**669**	**663**	**666**	**661**	**664**	**672**	**677**	**674**	**681**	**694**	**730**
Vacancy rate (percentage)		**17.7**	**18.1**	**17.4**	**18.1**	**17.8**	**18.4**	**18.0**	**17.0**	**16.4**	**16.8**	**15.9**	**14.3**	**9.9**

	Authorized staffing (2000)	Actual staff on board									Projected for September-December			
		31 Dec. 1999	Jan	Feb	March	April	May	June	July	Aug	Sept.	Oct	Nov	Dec
B. Office of the Prosecutor														
Professional category and above														
USG	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ASG	-	-	-	-	-	-	-	-	-	-	-	-	-	-
D-2	1	1	1	1	1	1	1	1	1	1	1	1	1	1
D-1	2	2	2	2	2	2	2	2	2	1	1	1	1	1
P-5	13	10	10	10	10	10	10	10	10	11	11	11	12	12
P-4	34	27	27	28	27	28	28	27	27	26	26	26	26	27
P-3	66	51	52	52	51	50	50	51	52	53	52	54	55	58
P-2	48	31	34	34	33	34	33	33	34	34	33	34	35	42
Subtotal	**164**	**122**	**126**	**127**	**124**	**125**	**124**	**124**	**126**	**126**	**124**	**127**	**130**	**141**
Vacancy rate (percentage)		**22.3**	**23.2**	**22.6**	**24.4**	**23.8**	**24.4**	**24.4**	**23.2**	**23.2**	**24.4**	**22.6**	**20.7**	**14.0**
General Service and related categories														
GS/PL	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GS/OL	33	22	23	23	23	23	23	23	23	22	21	21	22	31
Field Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Security Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Local level	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	**33**	**22**	**23**	**23**	**23**	**23**	**23**	**23**	**23**	**22**	**21**	**21**	**22**	**31**
Vacancy rate (percentage)		**33.3**	**30.3**	**30.3**	**30.3**	**30.3**	**30.3**	**30.3**	**30.3**	**33.3**	**36.4**	**36.4**	**33.3**	**6.1**
Total	**197**	**144**	**149**	**150**	**147**	**148**	**147**	**147**	**149**	**148**	**145**	**148**	**152**	**172**
Vacancy rate (percentage)		**24.2**	**24.4**	**23.9**	**25.4**	**24.9**	**25.4**	**25.4**	**24.4**	**24.9**	**26.4**	**24.9**	**22.8**	**12.7**

	Authorized staffing (2000)	Actual staff on board								Projected for September-December			
		31 Dec 1999	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
C. Registry														
Professional category and above														
USG	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ASG	1	1	1	1	1	1	1	1	1	1	1	1	1	1
D-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-
D-1	2	1	1	1	1	1	1	1	-	-	1	1	1	2
P-5	11	8	7	7	7	8	8	8	8	8	9	10	11	11
P-4	30	25	24	25	25	25	25	25	24	24	25	25	25	26
P-3	69	45	52	56	59	60	60	62	63	64	63	64	65	65
P-2	49	31	32	31	31	30	32	33	31	32	32	33	33	36
Subtotal	**162**	**111**	**117**	**121**	**124**	**125**	**127**	**130**	**127**	**129**	**131**	**134**	**136**	**141**
Vacancy rate (percentage)		**26.0**	**27.8**	**25.3**	**23.5**	**22.8**	**21.6**	**19.8**	**21.6**	**20.4**	**19.1**	**17.3**	**16.0**	**13.0**
General Service and related categories														
GS/PL	6	4	4	4	5	6	6	6	6	6	6	6	6	6
GS/OL	107	88	95	96	97	97	96	97	97	98	97	98	99	102
Field Service	24	15	17	17	17	18	16	17	17	18	18	18	18	21
Security Service	82	67	73	74	70	69	68	66	71	71	70	70	76	81
Local level	232	206	208	207	203	203	201	201	205	207	207	207	207	207
Subtotal	**451**	**380**	**397**	**398**	**392**	**393**	**387**	**387**	**396**	**400**	**398**	**399**	**406**	**417**
Vacancy rate (percentage)		**12.0**	**12.0**	**11.8**	**13.1**	**12.9**	**14.2**	**14.2**	**12.2**	**11.3**	**11.8**	**11.5**	**10.0**	**7.5**
Total	**613**	**491**	**514**	**519**	**516**	**518**	**514**	**517**	**523**	**529**	**529**	**533**	**542**	**558**
Vacancy rate (percentage)		**15.6**	**16.2**	**15.3**	**15.8**	**15.5**	**16.2**	**15.7**	**14.7**	**13.7**	**13.7**	**13.1**	**11.6**	**9.0**

Annex IV

Equipment requirements for 2001

(Thousands of United States dollars, unless otherwise indicated)

	Inventory as at 31 December 2000			*Proposed units*			*Cost*	
	Inventory on hand (a)	*Under procurement (b)*	*Total inventory (c) = (a) + (b)*	*Replacement (d)*	*Additional (e)*	*Total number of units (f) = (d) + (e)*	*Unit cost (g)*	*Total cost (h) = (f) x (g)*
Office furniture								
Desk	699	-	699	65	15	80	300	24 000
Office chairs	1 802	18	1 820	65	15	80	120	9 600
Visitors' chairs	435		435	75	85	160	60	9 600
Computer tables	548		548	30	50	80	120	9 600
Metallic/wooden shelves	540		540	-	100	100	100	10 000
Office shelves (Arusha)	100		100	-	60	60	75	4 500
Office shelves (Kigali)				-	20	20	100	2 000
Notice boards (Arusha)				-	50	50	60	3 000
Notice boards (Kigali)				-	50	50	75	3 750
Furniture set for Prosecutor (Kigali)					1	1	6 000	6 000
Conference room for Kigali (20 persons)					1	1	10 000	10 000
Furniture set for Prosecutor (Arusha)*					1	1	6 000	6 000
Furniture set for five Appeals Judges*					5	5	4 000	20 000
Transportation and packing charges @ 15 per cent					1	1	17 705	17 705
Subtotal								**135 755**
Other office equipment						-		
Water cooler	34		34	20	6	26	300	7 800
Air conditioner	57		57	-	9	9	3 500	31 500
Water pumps (Arusha)				-	4	4	500	2 000
Water pumps (Kigali)				-	4	4	500	2 000
Electric hand dryer	3		3	-	7	7	200	1 400

* Furniture set consists of executive desk, 2 two-seater sofa sets, coffee table, bookshelf, two visitors' chairs, executive swivel chair, computer table and sideboard.

	Inventory as at 31 December 2000			*Proposed units*			*Cost*	
	Inventory on hand (a)	*Under procurement (b)*	*Total inventory (c) = (a) + (b)*	*Replacement (d)*	*Additional (e)*	*Total number of units (f) = (d) + (e)*	*Unit cost (g)*	*Total cost (h) = (f) x (g)*
Vacuum cleaner	16		16	6	5	11	700	7 700
Trolleys for safe handling of solid waste					10	10	300	3 000
Uninterruptible power supply (UPS)	201		201	-	8	8	4 500	36 000
15KVA uninterruptible power supply standby unit for Serengeti wing and spare for courtroom					3	3	4 500	13 500
Replacement of UPS batteries (Arusha and Kigali)				2	-	2	5 000	10 000
Electrical installation (cables, sockets, etc.)				1	0	1	10 000	10 000
Stenograph machines	18	3	21		3	3	1 800	5 400
Grand-Jean transcription keys					2	2	4 000	8 000
Photocopier Xerox 5865	-	-	-	-	1	1	19 500	19 500
Numbering machines Rexel (6 digits)					6	6	50	300
Electric stapling machine, heavy-duty					6	6	200	1 200
Scanners with spare parts					2	2	5 000	10 000
Refrigerator to store Ektachchrome colour slide collection					1	1	550	550
Recreational and gym equipment					1	1	3 000	3 000
Audio dubbing machine and video cassette deck, video and tapes					1	1	5 000	5 000
Film scanners, 21" video editing monitors, CD-ROM juke boxes, bar code readers, laminators and archival equipment					1	1	25 000	25 000
Storage for court records (2 shelves, 1 air conditioner, 2 fire-resistant filing cabinets, 10 metal cabinets, acid-free storage boxes)					1	1	20 000	20 000
Subtotal								**222 850**
Data-processing/office automation equipment								
Office automation equipment:								
Network servers with fault tolerance					6	6	22 000	132 000
Network server rack systems					4	4	8 000	32 000
Servers	13		13		1	1	20 000	20 000

	Inventory as at 31 December 2000			Proposed units			Cost	
	Inventory on hand (a)	Under procurement (b)	Total inventory (c) = (a) + (b)	Replacement (d)	Additional (e)	Total number of units (f) = (d) + (e)	Unit cost (g)	Total cost (h) = (f) x (g)
Personal computers: central processing unit (CPU)	885		885		130	130	1 700	221 000
Laptops	133		133		40	40	2 000	80 000
Printers	543		543		20	20	700	14 000
Network printers					10	10	1 500	15 000
Colour network printers					2	2	6 000	12 000
Monitors	895		895		130	130	250	32 500
Photocopier, medium-sized (includes spare parts)	42	1	43	11	-	11	13 000	143 000
Photocopying machine, heavy-duty (including spare parts)					2	2	20 000	40 000
Subtotal, data-processing/office automation equipment								*741 500*
Network upgrades equipment/maintenance:								
Layer 3, 1,000 megabytes/sec switch with main backbone					3	3	10 000	30 000
100/1,000 megabytes/sec switch for distribution switch					15	15	4 500	67 500
10/100 megabytes/sec switch for distribution switch					25	25	1 000	25 000
Fibre optic cable 2 x 200m + termination					2	2	3 000	6 000
1 gigabyte/sec network interface card for servers					23	23	700	16 100
10/100 megabytes/sec network interface card for workstations					300	300	80	24 000
Server racks for equipment protection					3	3	2 500	7 500
Cable installations, connectors, transceivers					1	1	25 000	25 000
Cable installations, connectors, transceivers					1	1	5 000	5 000
EDP/network maintenance/monitoring equipment (Arusha)					1	1	67 000	67 000
EDP/network maintenance/monitoring equipment (Kigali)					1	1	33 000	33 000
Subtotal, equipment for network upgrading								*306 100*

	Inventory as at 31 December 2000			*Proposed units*			*Cost*	
	Inventory on hand (a)	*Under procurement (b)*	*Total inventory (c) = (a) + (b)*	*Replacement (d)*	*Additional (e)*	*Total number of units (f) = (d) + (e)*	*Unit cost (g)*	*Total cost (h) = (f) x (g)*
Workshop equipment that includes crimp kits, cordless and power drill, compact disc and floppy drive cleaners, multi-meters, blower, step-down transformers, external CD-ROM drives and management server:					1	1	23 000	23 000
Software:								
Network management and inventory			-		1	1	15 000	15 000
Anti-virus			-		1	1	7 000	7 000
Intrusion detection					1	1	10 000	10 000
Authentication					1	1	5 000	5 000
Centralized backup equipment					1	1	60 000	60 000
Router software					2	2	3 000	6 000
Reporting software					2	2	3 000	6 000
Barfont programming tool					1	1	200	200
Reality software for Procurement Section					1	1	97 100	97 100
Programming tools and software					1	1	10 000	10 000
Assorted software development modules					1	1	10 000	10 000
Subtotal, software acquisition					*13*	*13*		*249 300*
Subtotal								**1 296 900**
Transportation equipment			-			-		
Heavy sedan	9	4	13			-		-
Light sedan	1	-	1			-		-
4 x 4 on/off road vehicles	119	12	131	5		5	18 000	90 000
4 x 4 ambulance	-	1	1			-		
4 x 4 pickup	22	2	24	1		1	15 000	15 000
Medium bus (25Pax)	2	2	4			-		
Minibus	16	11	27			-		-
4 x 4 armoured vehicle	6		6			-		-
Truck, cargo	3		3	1		1	36 000	36 000
Truck, recovery	1		1			-		

	Inventory as at 31 December 2000			Proposed units			Cost	
	Inventory on hand (a)	Under procurement (b)	Total inventory (c) = (a) + (b)	Replacement (d)	Additional (e)	Total number of units (f) = (d) + (e)	Unit cost (g)	Total cost (h) = (f) x (g)
Truck, armoured	1		1			-		-
Delivery van	2		2			-		-
Vehicle spare parts					1	1	125 600	100 000
Motorbike, light	3		3			-		-
Subtotal	**185**							**241 000**
Audio-visual equipment			-			-		-
Audio-visual equipment	2		2			-		-
Television 25"	70		70		8	8	600	4 800
Monitor Touchscreen control					2	2	1 000	2 000
Editing studio complete with tape to compact disc transfer					1	1	15 000	15 000
Headphones					100	100	12	1 200
Radiators					2	2	1 000	2 000
Receiver					50	50	100	5 000
CD-duplicating machines to make copies					12	12	700	8 400
Subtotal	**72**	-	**72**	-	**175**	**175**		**38 400**
Communications equipment								
Equipment for enhancing connectivity capacity								
Cisco IGX8420 for Arusha, Kigali and New York, including installation and maintenance support					1	1	144 000	246 065
Cisco router for Kigali					1	1	22 000	22 000
Subtotal, equipment for enhancing connectivity capacity								*268 065*
Telephones/fax/rural links:								
Digital telephone sets	31	-	31	-	100	100	294	29 400
Analog telephone sets	87	200	287	50	250	300	23	6 900
Facsimile machines	69		69	-	-	-	-	-

	Inventory as at 31 December 2000			Proposed units			Cost	
	Inventory on hand (a)	Under procurement (b)	Total inventory (c) = (a) + (b)	Replacement (d)	Additional (e)	Total number of units (f) = (d) + (e)	Unit cost (g)	Total cost (h) = (f) x (g)
Fax machine, Canon L900	-		-		8	8	2 500	20 000
Fax machine, Canon B150	15	-	15	10	-	10	275	2 750
Tower for MW systems	-	-	-	-	3	3	5 000	15 000
Solar panel	-	-	-	-	10	10	500	5 000
Batteries for solar panel	-	-	-	-	15	15	150	2 250
Battery charger	-	-	-	-	10	10	200	2 000
Grounding gear (electrical protection from lightning)	-	-	-	-	8	8	1 000	8 000
Subtotal, telephone, fax/rural links								*91 300*
Teleconferencing equipment					*1*	*1*	*160 000*	*160 000*
Hand-held radios, VHF radios and mobile phones								
Mobile phones	200		200	5	25	30	85	2 550
Hand-held radio, GP300	821	230	1 051	50	-	50	350	17 500
GM radio 300 (vehicle-mounted)	59	10	69	15	10	25	850	21 250
Battery for GP300 radio	-	-	-	150	100	250	66	16 500
Battery for GP300	-	-	-	100	-	100	40	4 000
Inmarsat terminals for investigators					2	2	2 500	5 000
Subtotal, hand-held radios, VHF radios and mobile phones								*66 800*
Communication spare parts								
Connections and cables for use by the audio-visual team for linkage to various sites					1	1	5 000	5 000
Connection and cables for battery installation and cables for use by telephone engineers for engineers for linkage to various sites in Kigali and A-usha					1	1	10 000	10 000
Circuit boards for communications equipment					12	12	1 000	12 000
Subtotal, communications spare parts								*27 000*
Subtotal								**613 165**

	Inventory as at 31 December 2000			*Proposed units*			*Cost*	
	Inventory on hand (a)	*Under procurement (b)*	*Total inventory (c) = (a) + (b)*	*Replacement (d)*	*Additional (e)*	*Total number of units (f) = (d) + (e)*	*Unit cost (g)*	*Total cost (h) = (f) x (g)*
Security equipment								
Televisions			-		6	6	500	3 000
Satellite dish, video player, decorder					1	1	5 200	5 200
Digital cameras		2	2		4	4	500	2 000
Identification equipment	3		3		2	2	20 000	40 000
Surveillance equipment for new offices at Serengeti		1	1		1	1	45 000	45 000
Panic alarm system for safeguard			-		1	1	32 500	32 500
Safety locks			-		200	200	25	5 000
Subtotal								**132 700**
Grand total								**2 680 770**

Annex V

Workload indicators

Indicators	*1999 actual*	*2000 estimates*[a]	*2000 actual*[a]	*2001 projected*
A. Chambers				
Trials	4	6	1	7
Appeals	34	7	21	40
Court days	115	442	210	450
Plenary days	5	5	5	9
B. Office of the Prosecutor				
Investigations Division				
Number of investigations	120	90	149	200
Public indictments (cumulative since 1995)	48	36	6	100
Missions	624	800	183	740
Witnesses interviewed	700	800	875	850
Statements obtained	600	700	521	850
Arrests	8	20	4	12
Prosecution Division				
Motions/applications/responses	150	160	407	160
Trials under preparation	17	7	28	9
Trials being prosecuted	4	6	10	6
Trials completed	3	4	1	4
Verdicts	4	4	5	4
Appeals	5	16	15	28
Guilty pleas	1	-	1	-
Information and Evidence Support Section				
Documents indexed	15 000	1 000	6 000	12 000
C. Registry				
Press and Public Affairs Unit				
Media representation on distribution list	1 100	1 500	803	1 250
Press releases issued	106	100	57	120
Phone queries/document requests - press	1 300	1 000	800	1 500
Phone queries/document requests - public	1 500	700	450	1 000
Arranged visits by universities, other groups	122	100	72	100
News bulletin	-	6	2	2
Accredited journalists	327	340	58	80
Photographic exhibitions	3	10	5	12
Workshops/seminars	2	5	5	6
Court Management Section				
Court sessions	210	442	92	450
Court transcript pages	36 200	99 052	6 789	60 000

Indicators	*1999 actual*	*2000 estimates*[a]	*2000 actual*[b]	*2001 projected*
Documents processed	3 050	2 985	27 329	5 500
Trials attended[c]	-	-	5	12
Videotapes processed[c]	-	-	950	3 000
Audiotapes processed[c]	-	-	16 600	30 000
Diskettes processed[c]	-	-	3 350	6 000
Exhibits processed for appeal[c]	-	-	3 800	6 000
Judicial calendars issued[c]	-	-	68	100
Pending motions lists issued[c]	-	-	14	40
Legal Library and Reference Unit				
Indexation/cataloguing[c]	-	-	1 133	3 000
Reference queries (in person, written, by telephone)[c]	-	-	6 878	14 650
Library users[c]	-	-	4 168	8 550
Library loans[c]	-	-	750	2 000
On-line searches (Lexis-Nexis, Westlaw, etc.)[c]	-	-	510	650
ICTR quarterly bibliographies issued[c]	-	-	2	4
Witnesses and Victims Support Section				
Witnesses	48	210	24	340
Witness support days	643	2 683	177	3 400
Relocation requests	8	38	2	52
Witnesses with additional protective measures	16	105	22	86
Witnesses with additional support needs:				
Medical and physiological	31	140	16	227
Clothes and others	43	187	24	282
Safe houses	4	4	4	4
Defence Counsel Support Section				
Number of legal counsel and co-counsel	52	50	61	90
Additional defence team members	58	50	85	120
Highest number of detainees	37	50	42	55
Chambers Support Section				
Final judgement (English and French)	4	9	3	7
Judicial decisions (English and French)	111	160	193	400
Confirmation of indictments (English and French)	7	15	6	8
Rule 40 bis decisions (English and French)	3	-	-	3
Annual report	1	1	-	1
Yearbook	-	1	-	1
General Legal Services Section				
Number of warrants of arrests transmitted	37	15	10	20
Legal memo briefs	803	45		
Number of accused transferred to ICTR seat[c]	-	-	5	20
Number of motions and briefs under rule 33[c]	-	-	2	6

Indicators	*1999 actual*	*2000 estimates*[a]	*2000 actual*[a]	*2001 projected*
Number of memos[c]	-	-	181	300
Number of plenary meetings serviced	1	1	2	3
Number of meetings attended[c]	-	-	47	64
Civil cases involving staff members[c]	-	-	35	39
Division of Administration:				
Personnel Section				
Staffing table	641	916	700	850
Applications received/screened	10 000	4 000	3 500	5 000
Special service contract	112	100	65	110
Offers of appointment	226	95	75	150
Pre-recruitment tests	196	100	75	125
Training courses	119	80	62	85
F.10 claims processed (including residence security)[c]	-	-	700	1 200
Education grant claims/advances processed[c]	-	-	600	700
Medical insurance premium claims processed[c]	-	-	400	600
Extensions of appointment, PERs, P.5s, letters of appointment[c]	-	-	450	600
Job description reviewed for classification purposes[c]	-	-	425	100
Finance Section				
Payroll (regular, extrabudgetary and projects)				
Local staff	283	390	281	329
International staff (local portion entitlements)	405	450	425	578
Claims (travel, etc.)[d]	$5.4 mil.	$5.5 mil.	$4.7 mil.	n/a
Other disbursements[d]	$21.9 mil.	$20 mil.	$14.1 mil.	n/a
Appropriation level[d]	$75.3 mil.	$90 mil.	$86.1 mil.	n/a
Extrabudgetary expenditure level[d]	$2.8 mil.	$1.2 mil.	$0.039 mil.	n/a
Number of disbursement vouchers[c]	-	8 200	4 412	8 850
Number of cheques issued[c]	-	17 150	8 683	17 680
Number of official receipts issued[c]	-	2 100	621	1 245
Number of financial statements	12	12	7	12
Number of expenditure review/performance reports[c]	-	12	7	12
General Services Section				
Buildings Management:				
Work orders completed - major	180	200	125	330
Work orders completed - minor[c]		250	450	1 400
Major maintenance projects	11	17	16	12
Electrical repair and installation	-	400	188	600
BMS generator support	612	880	277	600
Registry/pouch/fax/mail:				
Incoming	41 800	36 000	38 305	54 000

Indicators	*1999 actual*	*2000 estimates*[a]	*2000 actual*[b]	*2001 projected*
Outgoing	26 806	20 000	29 342	60 000
Pouches received[c]	-	1 500	640	-
Pouches dispatched[c]	-	1 500	370	-
Outgoing faxes (pages)[d]	77 440	110 000	59 795	-
Incoming faxes (pages)[d]	35 852	25 000	32 266	-
Visa applications/residence permits	566	750	431	600
Purchase requisition orders (PRO.6)[e]	-	400	50	400
Shipping on appointment[e]	-	30	38	45
Shipping on repatriation[e]	-	30	16	35
Shipping on home leave[e]	-	200	128	250
Air operations:				
Number of flights	280	400	154	350
Number of passengers	1 151	2 000	665	1 600
Number of pieces of pouch, cargo, luggage	1 156	2 000	1 124	2 000
Travel:				
Authorizations, PT.8s raised	939	3 000	448	800
Invoices	775	3 000	279	480
Procurement:				
Purchase orders raised	675	480	355	480
Contracts signed	69	18	198	340
Local Committee on Contracts cases	36	40	12	20
Headquarters Committee on Contracts cases	4	6	3	6
Payment requests[c]			387	550
Communications and information				
Technology/Information Management Systems				
LAN-supported	5	5	5	6
LAN connections	750	1 000	998	1 592
Help-desk calls	24 000	36 000	25 815	27 630
Help-desk calls/support person	12 000	18 000	6 453	8 268
Help-desk calls/computer, on-site	1 350	1 500	1 460	1 500
Audio-video court sessions supported	259	450	172	350
Communications, PABX connections	1 040	1 000	950	1 220
Communications support, new/move extensions	456	700	300	770
Communications trouble-shooting	979	1 400	1 000	1 800
Communications help-desk	3 120	3 400	3 108	5 000
Switchboard, incoming calls	120 720	60 000	140 000	280 000
Transport Unit				
Number of fuel coupons issued	11 575	19 300	10 628	19 000
Number of work orders prepared	3 429	4 000	2 226	3 500
Trip tickets	18 801	26 900	14 896	25 000

Indicators	*1999 actual*	*2000 estimates*[a]	*2000 actual*[b]	*2001 projected*
Number of spare parts issued	2 942	3 500	1 953	3 000
Languages and Conference Services Section				
Translation pages	31 200	22 000	9 615	36 000
Court interpreter sessions (Arusha)	210	445	206	618
Field interpreter days (Kigali)	1 156	4 075	860	4 686
Reproduction requests (pages)	1 896 789	2 000 000	863 331	2 200 000
Security and Safety Section				
Average number of patrols and posts covered daily	38	28	44	96
Staff identification cards issued	2 195	1 200	1 800	2 050
Visitors' passes issued	535	1 000	10 000	14 850
Officers covering courtrooms and accused	15	16	13	16
Officers covering Tribunal headquarters	59	75	78	99
Officers at United Nations Detention Facility	16	16	26	32

[a] See A/54/521.
[b] As of 31 July 2000.
[c] New indicators effective from beginning of 2001.
[d] Indicators no longer applicable beyond the end of 2000.
[e] Indicators effective from beginning of 2000.

Annex VI

Voluntary contributions and trust fund activities

1. In its resolution 49/251 of 20 July 1995, the General Assembly invited Member States and other interested parties to make voluntary contributions to the Tribunal both in cash and in the form of services and supplies acceptable to the Secretary-General.

2. To date, cash contributions to the Voluntary Fund to support the activities of the International Tribunal for Rwanda amount to $8,084,999. The details are provided in the table below.

Cash contributions to the Voluntary Fund as of 30 September 2000

Contributor	*Total amount (United States dollars)*
Belgium	2 705 450
Canada	734 850
Chile	1 000
Denmark	43 452
Egypt	1 000
Finland	182 983
Greece	20 000
Holy See	3 000
Ireland	237 704
Israel	7 500
Lebanon	3 000
Netherlands	2 995 531
New Zealand	34 792
Norway	49 983
Spain	150 000
Sweden	68 729
Switzerland	188 025
United Kingdom of Great Britain and Northern Ireland	372 000
United States of America	286 000
Total	**8 084 999**

3. While the efforts of the Tribunal to mobilize additional resources for the Voluntary Fund continue, only two Member States contributed or pledged to contribute to the Fund during 1999 and 2000. As a result, the overall level of resources of the Fund has shrunk considerably. As of end December 1999, the Fund had a balance of $3,174,300.

4. Resources of the Fund were used in 1999 in support of activities related to support services for witnesses and potential witnesses, indexing of the evidentiary material, an information awareness campaign and work related to the Tribunal's Recruitment Task Force. Expenditure from the Fund during the 1998-1999 biennium amounted to $3,465,743. Activities being supported from the Fund in 2000 include the information and outreach programme, establishment of a linkage/interface between different software applications, such as Zylab, iBase and Ajad Analyst, with the evidence database to enhance the capacity for analysis of evidence; preservation of evidence through digitization; support and rehabilitation of witnesses; conversion of paper records into digital format; and the international fellowship programme.

Annex VII

Actions taken or to be taken on recommendations of the Advisory Committee on Administrative and Budgetary Questions and other oversight bodies, and of the Expert Review Group established pursuant to General Assembly resolution 53/213

A. Advisory Committee on Administrative and Budgetary Questions

Reference paragraph(s) in report (A/54/646)	*Recommendation*	*Action taken or to be taken to implement the recommendation*
6	The size of over-expenditure reported in the 1998 performance report indicates that there is need for better forecasting of requirements of the Tribunal.	ICTR fully acknowledges its responsibility to improve the accuracy of forecasting future resource requirements and has made significant efforts to ensure that estimates for future requirements are more precise.
	The Tribunal needs to improve its capacity for budget monitoring and accounting of expenditure.	With regard to the need to improve budget monitoring and accounting of expenditures, ICTR engaged the services of a consulting firm to modernize its payroll/accounts systems with a view to ensuring the production of current and accurate expenditure reports. Additionally, in cooperation with the Accounts Division at United Nations Headquarters regarding the need for both offices to combine efforts to produce timely consolidated expenditure reports, and with the strengthening of the Finance Section with the addition of staff, the Tribunal anticipates improvement in its ability to monitor expenditure.
9	Delays and difficulties arising from the payroll operation at Headquarters and Arusha is no longer acceptable. The Secretariat is requested to provide full justification in specific terms as to why it has taken so long to delegate to ICTR the functions that are already delegated to IFTY.	The initial difficulties encountered in processing payroll for ICTR international staff have been resolved. Payroll is routinely processed and information on expenditure is regularly provided to ICTR on a monthly basis. The decision was made to provide payroll services for international staff at Headquarters for a variety of reasons, such as question of the availability of a functional payroll and of technical resources to maintain such a system in Arusha, as well as the availability of staff trained in all aspects of staff entitlements. Taking the above factors into consideration, and in the light of the relatively small number of staff involved, it was felt that the best course was to have the payroll processing done at Headquarters

Reference paragraph(s) in report (A/54/646)	*Recommendation*	*Action taken or to be taken to implement the recommendation*
		together with the administrative support for recruitment, which was already being processed at Headquarters.
16	The Advisory Committee recommends that ICTR discuss the difficulties of the lack of expertise in the local market with the relevant host Government authorities with a view to seeking advice and assistance in obtaining additional staff.	Ongoing. ICTR is in the process of contacting local and regional authorities to seek their advice and guidance on how best to find qualified local staff to fill the vacancies, at all levels, of the Tribunal. In this regard, since 1999, the Tribunal has been liaising with the UNDP office in Dar-es-Salaam to expand its market coverage for local staff recruitment.
23 and 31	The workload indicators need to be further refined and analysed; the result of such analysis should become the basis to support the level of resources requested.	ICTR has for some time advocated the analysis of workload indicators to estimate future resource requirements. Most recently, ICTR management, in its instructions to the Chiefs of Sections/Units with regard to the preparation of the year 2001 budget, requested the maintenance of a database of vital statistics for each operation as this information together with workload indicators would form the basis for determining the level of resources requested.

B. Board of Auditors

Reference paragraph in report[a]	*Recommendation*	*Action taken or to be taken to implement the recommendation*
11 (a)	ICTR as well as the Administration should take action to ensure the timely submission of financial reports and the consolidated accounts.	ICTR has taken note of the recommendation concerning delays in the submission of accounts to Headquarters, which is primarily attributable to frequent power outages, shortage of support staff, computer system failure, etc. The Tribunal shall exert all efforts in the future to adhere to mid-month deadlines for reporting field accounts to Headquarters.
11 (b)	ICTR should ensure full compliance with established procedures which do not permit the use of miscellaneous obligating documents to reserve credits for travel and the purchase of goods and services.	The Tribunal concurs with the audit recommendation to adhere to established procedures governing the use of miscellaneous obligating documents.

Reference paragraph in report[a]	*Recommendation*	*Action taken or to be taken to implement the recommendation*
11 (c)	ICTR should establish an authorized imprest level for the Office of the Prosecutor and not make additional advances unless previous advances have been accounted for.	The US$ 30,000 imprest level for the Office of the Prosecutor had been approved by the Controller on 19 May 2000. However, owing to urgent operational requirements covering approximately eight separate missions to Africa, Europe and North America, an additional ad hoc imprest of $100,000 was approved by the Registrar, the disbursement of which should have been submitted immediately on completion of the relevant missions. In this regard, ICTR is pursuing submission of the disbursement report with the Imprest Fund Custodian. In the meantime, ICTR agrees with the audit recommendation not to approve further advances until the outstanding advances are cleared in full. The Registrar has been reminded of the need to seek prior approval of the Controller for any changes in the level of the imprest fund.
11 (d)	ICTR as well as the Administration should keep relevant registration information on vendors and regularly carry out the required periodic evaluation of the performance of suppliers.	ICTR accepts the audit recommendation and is in the process of implementing it.
39	ICTR should take action to recover the appropriate cleaning and maintenance cost from the lessor and request a reduction in the rent payable.	The Tribunal does not dispute the views of the auditors regarding the recovery of the portion of the cleaning service costs from the Amish International Conference Centre. Since ICTR, for reasons of security, was not able to engage the services of the Centre which the latter was able and willing to provide as per the contract, ICTR is of the view that it would not be consistent with the existing terms of contract to seek credits equivalent to that service from the Centre. However, efforts will be made to recover the amount and to negotiate a revision of the contract to ensure that the security concerns of ICTR are adequately addressed in the terms of contracts for such services.
11 (e)	ICTR as well as the Administration should enforce the terms of the travel agent services contract and take steps to recover all amounts due from the travel agent.	The audit recommendation will be implemented fully as per the provision of travel agent services agreement, including future enforcement of the terms of the travel agent services contract.

[a] *Official Records of the General Assembly, Fifty-fifth Session, Supplement No. 5K* (A/55/Add.11).

C. Updated status of implementation of the recommendations of the Office of Internal Oversight Services (A/52/784)

Recommendation No.	*OIOS recommendation*	*ICTR response presented in 12 October 1998 report of the Secretary-General (A/C.5/53/15, annex V)*	*Updated ICTR response regarding the action taken or to be taken (as of 31 July 2000)*
CS97/134/001	The vacancies in both the Registry and the Office of the Prosecutor continue to affect the ability of the Tribunal to function as fully as the mandate requires and should be filled promptly with qualified staff. In the Registry, that should include the appointment of a Deputy Registrar and other courtroom personnel who are fully experienced in courtroom management. For the witness protection programme, it is recommended that the Registrar seek the assistance of Member States in identifying those with the unique and essential experience of protecting witnesses in criminal trials. Further, it is recommended that the Registrar request the press officers at both Headquarters and the International Tribunal for the Former Yugoslavia to assist in defining the necessary press experience and skills in the selection of qualified staff.	Following the delegation of authority for human resources matters in 1997, the Tribunal has been stepping up its recruitment efforts. The experience gained so far has been invaluable. One measure to improve on the process is to secure the transfer of an experienced human resources officer from Headquarters to the Tribunal to head the Recruitment Unit. The successful candidate for Deputy Registrar began work in March 1998. Unfortunately, the post has become vacant owing to the death of the incumbent in September 1998. Regarding the witness protection programme, the assistance of a Member State was secured to provide expertise for a period of nine months from the end of the third quarter of 1997 to the end of the second quarter of 1998. The post of spokesman is under active recruitment. Candidates are being shortlisted and the selection will be made in September 1998.	Implemented. Vacancies for 99 per cent of the posts granted to ICTR in its budget for 1998 have been filled. Experienced personnel have been recruited for the Court Management Section, and the Witnesses and Victims Support Section and the Press and Public Affairs Unit are staffed with qualified individuals including a substantive Chief of Press and Public Affairs. Following the death of the Deputy Registrar in September 1998, the vacant post of Deputy Registrar was advertised and subsequently filled in May 1999. At the conclusion of the one-year, fixed-term appointment, it was decided that the Deputy Registrar would seek employment elsewhere, and the post again became vacant. As at 31 July 2000, the post was in the final stages of recruitment and it was anticipated that a new Deputy Registrar would be on board before the end of the year.
CS97/134/002	It is recommended that the post of Deputy Prosecutor be classified at the level of Assistant Secretary-General.	Reclassification of the Deputy Prosecutor post is outside the scope of the administrative authority delegated to the Tribunal.	This recommendation to upgrade the post to the Assistant Secretary-General level is outside the scope of the administrative authority delegated to ICTR.
CS97/134/003	The Chief Finance Officer should be advised against future violations or other interference in the procurement process.	The Tribunal disagreed with the interpretation of the facts surrounding the case involved. Documentation was provided to the Office of Internal Oversight Services in support of the	Implemented. The Chief Finance Officer, who was at the time performing the duties of Officer-in-Charge of the Division of Administration, decided in his capacity as manager

Recommendation No.	*OIOS recommendation*	*ICTR response presented in 12 October 1998 report of the Secretary-General (A/C.5/53/15, annex V)*	*Updated ICTR response regarding the action taken or to be taken (as of 31 July 2000)*
		situation described by the Tribunal.	and in full consultation with the Registrar to select furniture of acceptable standard from Kenya for the judges and in no manner interfered with the procurement process.
CS97/134/004	The Legal Adviser to the Registrar, having been involved in the exchange of private funds, with defence counsel, should be reassigned from his current function.	The Legal Adviser has been the subject of an investigation by a panel established by the Registrar and the findings of the panel have fully exonerated him.	Implemented. Appropriate action has been taken in this case, as agreed with OIOS, and the matter is now closed, as per a facsimile dated 21 January 2000 from the OIOS Chief of Investigations.
CS97/134/005	The Finance Assistant whose termination was recommended in the prior report should be subject to appropriate administrative and disciplinary action.	The Finance Assistant has been the subject of an investigation by a panel established by the Registrar. The findings will be provided to the Registrar shortly.	Implemented. Following the report of a Board of Inquiry which found some evidence of misconduct, the staff member was separated from the Tribunal.
CS97/134/006	The operation and utilization of the $7 million Trust Fund should be regularized by the development and implementation of policies and procedures for selection, evaluation and monitoring of projects and programmes that draw on those funds, which are contributed voluntarily by Member States. Such procedures should be developed by the Registrar in consultation with the President of the Tribunal and the Prosecutor and approved by the Department of Management.	Implementation is in progress. The guidelines are under consultation with the President and the Prosecutor.	Implemented. The Registrar has developed and established procedures in consultation with the President and the Prosecutor. In addition, the operation of the Fund is carried out in accordance with the Financial Regulations and Rules of the United Nations, and the procedures contained in the relevant Secretary-General's bulletins and administrative instructions.
CS97/134/007	The expenditure of funds for defence counsel fees reached nearly $1 million for the first nine months of 1997 and will increase in 1998 substantially. Therefore, it is recommended that guidelines be established promptly for reviewing and approving defence counsel invoices. In addition, the Registry should adopt the code of conduct for defence counsel devised by the	A panel of experts was convened by the Registrar to review the issues and make appropriate recommendations to the Registrar as regards the setting of equitable fees. In the meantime, the Registrar has established stricter guidelines for reviewing the work billed by counsel and the proposed travel by defence team members. A	Implemented. Based on the recommendation of an advisory panel of leading legal practitioners, a set of guidelines on the remuneration of defence counsel has been adopted. Also adopted was a code of conduct for defence counsel. In addition, the Rules of Procedure and Evidence of the Tribunal were amended to

Recommendation No	*OIOS recommendation*	*ICTR response presented in 12 October 1998 report of the Secretary-General (A C 5 53 15, annex V)*	*Updated ICTR response regarding the action taken or to be taken (as of 31 July 2000)*
	International Tribunal for the Former Yugoslavia. It is further recommended that consideration be given to revising rule 44 of the Rules of Procedure and Evidence to require that defence counsel have relevant experience.	code of professional conduct for defence lawyers has been adopted by the Chambers upon the recommendation of the Registrar. Rule 44 of the Rules of Procedure and Evidence has been amended as recommended by the Office of Internal Oversight Services.	require higher qualifications and greater experience for defence counsel.
CS97/134/008	It is essential that the Registry and the Office of the Prosecutor cooperate to ensure that the assets they have, including notably vehicles and computers, are properly apportioned and that their use is subject to appropriate management controls. In addition, for those purchase(s) made through Headquarters, it is recommended that Headquarters keep to the schedules established for each step of the procurement process, from the solicitation of bids to the delivery of merchandise and services. Further, the Local Committee on Contracts, which in the view of the Office of Internal Oversight Services can provide meaningful safeguards against incorrect or improper procurement practices, should be expanded to include staff representatives of the other two functions and users, namely the Chambers and the Office of the Prosecutor.	Existing assets are apportioned on the basis of identified requirements. Where new acquisitions are needed, the Office of the Prosecutor is required to identify its functional needs. For instance, new scanning equipment was acquired for the Information and Evidence Support Section upon its establishment. A new set of guidelines on transport equipment has been issued. By its terms of reference, a Vehicle Establishment and Assignment Committee has been approved by the Registrar, with a sub-group for Kigali, for the purpose of reviewing policies regarding the assignment of vehicles at both duty stations, establishing the total requirements of the Tribunal and reviewing other related policies on the use and care of vehicles. Headquarters still continues to process all procurement actions above the $200,000 threshold. ICTR is taking steps to secure an adjustment to the existing threshold in order to be in a position to reduce the incidence of cases referred to Headquarters for action.	Implemented.

Recommendation No.	*OIOS recommendation*	*ICTR response presented in 12 October 1998 report of the Secretary-General (A/C.5/53/15, annex V)*	*Updated ICTR response regarding the action taken or to be taken (as of 31 July 2000)*
		Composition of the local Committee on Contracts has been expanded upon completion of the 1997-1998 term of the local Committee on Contracts in September 1998.	
CS97/134/009	It is recommended that, rather than spending the additional and substantial sums that would be required to make the existing facilities adequate, the Tribunal should consider the option of obtaining funding for a suitable facility in each of the host countries, which might include the sharing of space with other United Nations offices or, as appropriate, international organization offices.	The Tribunal has commissioned a study of its functional requirements for Arusha, with a set of recommendations for the construction of a new headquarters building or adaptation of the Kilimanjaro wing at the Arusha International Conference Centre with a view to constructing the courtrooms at the north end of the wing. The cost for the proposed construction is estimated at between $25 and $35 million. It is necessary to secure substantial support to implement the proposals contained in the report. At Kigali, the Tribunal explored the possibility of leasing a new, modern building which, however, was transferred to an owner-tenant by the host Government before the Tribunal could bid for the property. As the commercial options are very limited in Kigali, it is difficult to secure a property that meets the requirements of the Tribunal. The Administration will continue to seek appropriate premises that offer confidentiality, security and comfort in the workplace.	Implementation is not foreseen. The financial implications of implementing this recommendation are estimated at $25 million to $30 million. It will be necessary to secure substantial support to implement these proposals.

D. Status of the review or implementation of the recommendations of the Expert Review Group (A/54/634)

Recommendation No	*Recommendation*	*Action taken or to be taken to implement the recommendation*
1	In order to reduce delays caused by preliminary motions filed when an amended indictment includes new charges, the period of time given under rule 50 for filing such motions should be considered as a maximum, which could be shortened at the discretion of the Trial Chamber if it believes the circumstances so permit or require.	**Implemented.** By amendment to rule 50, the time period has been reduced from 60 to 30 days in conformity with rule 72.
2	In order to eliminate the difficulties that result from disqualification from trials of judges of Trial Chambers who confirm indictments, further consideration should be given to the view that confirmation of an indictment automatically results in disqualification of the confirming judge.	**Implemented.** Rule 15 (c), which provided for the disqualification of confirming judges, was amended accordingly.
3	In order to reduce unduly long pre-trial detentions, the Tribunal might wish to consider whether the right of an accused who had voluntarily surrendered to be tried in person is waivable by the accused following his initial appearance and, if so, consider a consequent rule that would provide for provisional release if the Trial Chamber were satisfied that: (a) The accused had freely and knowingly consented to trial in absentia; (b) The personal circumstances of the accused, including character and integrity, as well as State guarantees for his appearance and other appropriate conditions were such that the likelihood of his not appearing for trial were minimal; and (c) Defence counsel gave a solemn commitment binding themselves to participate in a trial in absentia, should one occur.	**Not implemented.** The Prosecutor has objected to the concept of provisional release of accused persons and trial in absentia. (See also the Prosecutor's observations (A/54/850, para. 9).)
4 (a)	In order to facilitate a subsequent trial, the rule 61 proceeding might be amended to permit evidence produced at such a proceeding by the prosecution to be utilized at a subsequent trial following the arrest of the accused if at the time of that trial the witness has died, could not be found, was incapable of giving evidence or could not be procured without an amount of delay, expense or	**Not applicable** to ICTR because of the Tribunal's success in arresting the accused. ICTR has not had any rule 61 hearings and the judges are of the view that matters relating to admission of prior testimony and the assessment of evidence are best left to the Trial Chambers.

Recommendation No.	*Recommendation*	*Action taken or to be taken to implement the recommendation*
	inconvenience which, under the circumstances of the case, would be unreasonable; moreover, to protect the interest of the accused, counsel could be assigned to represent the accused during the rule 61 proceeding.	
4 (b)	Alternatively, in order to avoid the disqualification of the entire rule 61 Chamber and to shorten the proceedings, the rule 61 proceedings could be amended to vest in the confirming judge alone the power, upon application by the Prosecutor and on satisfaction of the judge, to issue an international arrest warrant and order the freezing of the assets of the accused.	According to the comments of ICTR, "a single judge could well be empowered to hold rule 61 proceedings. Such a change may receive the consideration of the ICTR judges, should the need arise" (A/54/850, annex I, para. 17).
5	In order to reduce the potential for obstructive and dilatory tactics by assigned defence counsel, the amount of legal fees allowed might properly take into account delays in pre-trial and trial proceedings deemed to have clearly been caused by such tactics; though this is not to recommend that the Chambers become enmeshed in all the details of remuneration of assigned counsel, but rather that they simply exercise an oversight function.	**Not applicable** to ICTR because of the Tribunal's success in arresting the accused. ICTR has not had any rule 61 hearings, and the judges are of the view that matters relating to admission of prior testimony and the assessment of evidence are best left to the Trial Chambers.
6	In order to curtail excessive motions, the Chambers might: • Consider a rule requiring that, before any motion is presented, it first be discussed between the prosecution and the defence, between themselves, with a view to resolving the matter by agreement; • Consider the so-called "rocket docket" techniques utilized by the United States District Court for the Eastern District of Virginia to move cases expeditiously; • Consider adapting for use by ITFY and ICTR the "omnibus hearing" process for managing motions before trial; • Consider requiring that, unless otherwise ordered by the Trial Chamber, motions made and responded to orally.	**Implemented.** • Rule 73 (A) provides for disposal of motions on briefs, reducing the need for oral hearings, and has contributed to clearing of backlog of motions; • New rule 73 (E) provides for sanctions; • New rule 73 (C) places a 10-day time limit for filing additional motions; • New rule 72 (G) confines objections to the form of the indictment to one motion only; • New rule 72 (H) stipulates that "objections based on lack of jurisdiction" relate exclusively to the four categories named in the Statute, i.e., persons, territories, period, violations.
7	In order to expedite trials, the Trial Chamber might accelerate and make general the practice of forcefully utilizing existing rules dealing with the	**Implemented.** Rule 73 bis and rule 73 ter provide for the designation of a single judge by a Chamber

Recommendation No.	*Recommendation*	*Action taken or to be taken to implement the recommendation*
	presentation of evidence or promulgate and implement further rules to assert greater control over the proceedings, including adjournments, while protecting the legitimate interests of the accused.	to hear motions, conduct pre-trial and status conferences, obtain lists of witnesses and summaries of testimonies and oversee disclosure of documents and admissions of facts.
8	In connection with the objective noted in recommendation 7 above, in attempting to control the presentation of witness testimony, the Trial Chambers might consider, to the extent not currently the practice, permitting offers of proof to protect the rights of a party whose evidence is excluded.	**Implemented.** For example, several decisions of Trial Chamber 1 in the course of the *Bagilishema* trial: • Rule 66: Rejection of statements dated after the time limit for disclosures; • Rules 73 *bis* and 73 *ter*: Chamber receives admissions from the parties, summaries of witnesses, etc.; • Rule 73 *bis* (C): The Chamber or judge may shorten the examination in case of some witnesses; • Rule 73 *bis* (D): The Chamber or judge is empowered to shorten the number of witnesses and length of their testimony on the basis of the admissions and if it is apparent that too many witnesses are to testify repetitively; • Rule 73 *ter* provides for a pre-defence conference following the closure of the prosecution case. This is intended to clear as many issues as possible that could otherwise delay the trial.
9	In order to further expedite trials, the functions currently assigned to the pre-trial judge to try to reach agreement between the parties on the conduct of the trial might be expanded into a more interventionist role, inter alia, including authority to act for the Trial Chamber under ITFY rule 65 *ter* (D) and making a pre-trial report to the other judges with recommendations for a pre-trial order establishing a reasonable format in which the case is to proceed.	**Implemented.** Rule 65 *bis*: Status conferences are now a common practice in ICTR proceedings.
10	To help in eliminating the need for the introduction of potentially massive amounts of evidence, judges might require that, when there is no apparent dispute as to certain facts, the party	**Implemented.**

Recommendation No.	*Recommendation*	*Action taken or to be taken to implement the recommendation*
	declining to so stipulate, explain why.	
11	Further consideration should be given to greater use of judicial notice in a manner that fairly protects the rights of the accused and at the same time reduces or eliminates the need for identical repetitive testimony and exhibits in successive cases.	**Implemented.**
12	In order to reduce the length of trials, Trial Chambers might consider: • The use of prepared testimony, i.e., written testimony submitted in advance in question-and-answer form, with an opportunity given to the other party later to object to questions, and the witness being later made available for cross-examination; and/or • The preparation of a dossier by the prosecution containing witness statements, with comments by the defence, to enable the Trial Chamber to select relevant witnesses for oral testimony and to admit certain witness statements as documentary evidence.	**Not implemented.** The judges believe that these recommendations require further and closer examination. For ongoing cases, this would practically entail carrying out investigations afresh with the question/answer format of recording witness statements.
13	In order to expedite the trial and enable the Trial Chamber to focus on the real issues, it might: • Require counsel for the accused, following disclosure by the prosecution of its case to the defence, to describe in general terms the nature of the defence, indicating the matters on which she/he takes issue with the prosecution and stating the reasons in relation to each. This course would also simplify the prosecution's duty to make disclosure, which at present calls for prosecution guesswork and can thereby cause trial delay as well as the incurrence of unnecessary prosecution time and expenditure; • Require counsel for the accused, when cross-examining witnesses able to give evidence relevant to the defence, to inform them of the nature of the defence if it is in contradiction of their evidence.	**Implemented.** Rule 73 ter, on pre-defence conferences, to a large extent provides for this procedure.
14	As is the consensus among ITFY and ICTR judges, the major objectives of the Security	**Implemented.** ICTR has in custody top political and

Recommendation No.	*Recommendation*	*Action taken or to be taken to implement the recommendation*
	Council would be fulfilled and the resolve of the international community demonstrated if civilian, military and paramilitary leaders were brought to trial rather than minor perpetrators.	military leaders, including former Prime Minister Kambanda, high-ranking military commanders such as Bagosora, Nsengiyumva, Ntabakuze, Ndindiliyimana, etc.
15	In order to increase awareness of the role of the Tribunals in protecting and enhancing humanitarian values, the Tribunals should continue their outreach programmes.	**Implemented.** ICTR operates an outreach programme which, among other things: • Brings to Arusha Rwandan journalists to cover court proceedings for dissemination in Rwanda; • Supports information programmes in Rwanda and, in particular, supports the broadcast of court proceedings in Kinyarwanda, French and English on *Radio Rwanda*; • Makes available to Rwandan media video recordings of trials at ICTR; • It may be noted that, in the *Musema* case, a summary of the judgement was provided simultaneously in Kinyarwanda on the day of the judgement, and it is hoped that this exercise will be repeated for all the judgements. The ICTR outreach programme includes a component of student exchange between the Tribunal and the University of Butare. Six Rwandan law students, selected from the final year at the university, recently completed their two-month internship with ICTR in Arusha.
16	In order to enable ICTR to defer to the national courts of the State, it is recommended that ICTR consider including a rule along the same lines of ITFY rule 11 *bis* in the ICTR Rules.	**Not implemented.** The rule was proposed but was not adopted at the sixth plenary meeting of the judges.
17	(a) In order to eliminate baseless appeals and conserve time that would otherwise have been devoted to them by the parties and the Chambers, the Chambers might establish a preliminary screening mechanism to verify that they satisfy the grounds for appeal specified in the Rules; (b) Alternatively, either party might consider	**Implemented.** (a) Convictions and sentences are appealable as of right under the Statute. • Rule 72 (I), adopted at the seventh plenary, provides for a panel of three appeals judges verifying that the grounds for interlocutory appeals are those

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	filing motions for summary dismissal in cases where it clearly appears that the appeal is frivolous, such motions to be considered expeditiously by the Appeals Chamber.	specified in new rule 72 (H). Motions for summary dismissal of appeal are not new. Parties have filed them. ICTR judges support the expeditious hearing of interlocutory appeal motions by the Appeals Chamber so that trials are not delayed.
18	In order to ensure that appeals from ITFY and ICTR Appeals Chambers are considered only by Appeals Chamber judges, to immunize Appeals Chamber judges from being disqualified from hearing appeals through becoming connected with trials and to prevent the loss of insulation owing to judges being intermingled between the Trial and Appeals Chambers, judges should be assigned exclusively to the Trial Chambers or the Appeals Chamber for the entire term.	**Implemented.**
19	In order to facilitate the work of the judges of the Trial and Appeals Chambers, legal staff assistance to the judges should be increased in terms of the budget proposals for the Tribunals for the year 2000.	ICTR created three posts of Chamber Coordinator providing one coordinator for each Trial Chamber to expedite the work of Chambers, in the areas of drafting of decisions, judgement writing, liaison with other sections, providing trial support, etc. Additionally, ICTR recruited a jurist linguist and is in the process of recruiting two senior legal officers for the Chambers.
20	In order to increase the work capacity of the Appeals Chamber, two further judges and the associated additional staff that would be required should be added to that Chamber, although this proposal might not lead to as satisfactory a result as the permanent separation of the Appeals Chamber.	The proposal has been forwarded to the Security Council for consideration and the judges will discuss this issue further at their ICTR/ITFY joint meeting scheduled to take place in September/October 2000.
21	In order to meet the need for more judges to deal with the increased workload, the use of temporary ad hoc judges might be favourably considered if it remains the only practical solution for expediting completing of the Tribunals' missions.	**Not implemented.** • ICTR judges support the rotation of trial judges rather than the use of ad hoc judges for continuity. The appointment of ad hoc judges, which would require amendment of the Statute and the rules defining assignment, status and competence, appears problematical.
22	On the long-term question of enforcement of sentences, in order to accommodate the potential	**Implemented.** ICTR has entered into agreements for

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	number of convicts, it would be advisable for arrangements to be concluded with as many additional States as would be required to accommodate the total number of indictees, including individuals accused in sealed indictments.	enforcement of sentences with Benin and Mali. Negotiations are in advanced stages with some other Member States.
23	In view of the essentiality of the need for well-qualified lawyers in the ICTR Prosecution Section, the training programmes now being conducted should be continued.	**Implemented.** Several trial attorneys and assistant trial attorneys have been trained in trial advocacy skills internally and in the United Kingdom.
24	In order to avoid waste of resources and to maximize the impact of investigations, the policy of the Prosecutor should be continued to conduct investigations only where she has a high level of confidence that enough evidence will be available to support an indictment.	**Implemented.**
25	In view of the importance of securing qualified personnel in the ICTR Investigations Section, this issue should be carefully monitored on a continuing basis by the Deputy Registrar to ensure that applicable standards are complied with.	**Implemented.** A departmental panel reviews applications and makes recommendations to the Appointment and Promotion Board, which carefully reviews all candidates in accordance with established United Nations Regulations and Rules, with due regard to ICTR's legal needs.
26	In order to reduce post-indictment investigations, a case should be "trial-ready" at the stage that the indictment is confirmed, and absent exceptional circumstances, post-indictment investigations should be limited.	**Implemented.**
27	On the assumption that there will be no change in the Prosecutor's policy for ICTR to join indictments to the extent necessary and possible, the Expert Group trusts that maximum care will be taken to ensure that motions for amended indictments and for joinders are sought in a timely and complete manner.	**Implemented.**
28	ITFY should consider the appointment of a rule similar to ICTR rule 44 bis which creates a category of duty counsel having the qualifications needed to be appointed as assigned counsel and situated within reasonable proximity to the Detention Facility and the seat of the Tribunal.	**Implemented.** ICTR has continued to implement rule 44 bis.
29	Since it is essential that continuous contact be	**Implemented.**

Recommendation No	*Recommendation*	*Action taken or to be taken to implement the recommendation*
	maintained in appeals cases between the Trial Chambers and the Office of the Prosecutor in Arusha and the Appeals Chamber in The Hague, the assignment of two staff members to track, verify and expedite appeals documentation, in coordination with staff assigned for the same purpose in The Hague, is strongly supported.	In October 1998, the Registry supported an associate legal officer for nine months at The Hague pending the recruitment of staff for the Appeals Chamber. In July 1999, an associate legal officer was recruited for the Appeals Unit. Later in the year a P-4 legal officer was recruited and a translation unit was set up with a staff member supported from the Arusha Office. Plans are in the advanced stage to support more legal staff at The Hague to assist judges of the Appeals Chamber in expediting ICTR appeals. Currently, the ICTR Appeals Support Unit at The Hague comprises 1 P-4, 2 P-2 and 2 General Service (Other level) staff, who provide support to the Appeals Chamber. An additional P-3 post is requested in the 2001 proposal to strengthen the unit. The Registry has additionally designated two legal officers in Arusha to deal with appeals matters exclusively.
30	In order to help the Witnesses and Victims Section in controlling witness expenditures to the extent possible: • The Registrar should be consulted regarding witness arrangements whenever trial adjournments or schedule changes are under consideration; • The Registrar should receive as much advance notice as possible when the summoning of court witnesses under rule 98 is under consideration.	**Implemented.** ICTR has split the Witnesses and Victims Section into two sections: Witnesses and Victims Support Section — Prosecution, and Witnesses and Victims Support Section — Defence. This allows closer monitoring of the trials and ensures close liaison with parties and other relevant sections.
31	In order to enforce the observance of Detention Unit rules by defence counsel: • The Commander of the Detention Unit should report promptly to the President and the Registrar incidents of misconduct by defence counsel; • Such reports, as well as alleged abuse of Registry personnel by defence counsel, should	**Implemented.** Articles 20 and 21 of the Code of Professional Conduct impose several obligations on counsel and sanctions for the contravention of the rules.

Recommendation No	*Recommendation*	*Action taken or to be taken to implement the recommendation*
	be promptly investigated by the Registrar and, as appropriate, referred to the Tribunal or dealt with directly by the Registrar; • Where misconduct is found, the President should report the matter to the appropriate national authority and order removal of the defence counsel from the list of approved defence counsel.	
32	In order to further the legitimate law-enforcement requirements of the Prosecutor, once she shows reasonable grounds under rule 66 of the Detention Rules for cooperative assistance, such assistance should be forthcoming from the Registrar without delay in accordance with the decision of the President referred to in paragraph 198, or the matter should immediately be referred to either the President or the Trial Chamber as provided in that decision.	**Implemented.** ICTR has encountered no problems in this respect and the Prosecutor receives all appropriate assistance from the Registry.
33	Procedures should be studied for short-term provisional release of detainees to provide for emergencies such as funeral arrangements or the terminal illness of a close relative under conditions of adequate guarantees from the detainee's country governing removal and return to detention.	**Not implemented.** Provisional release of accused persons presents problems. The Trial Chambers will no doubt weigh all considerations with care when presented with motions for provisional release.
34	Because of the significant amounts paid to assigned counsel and their key role in the statutory scheme of both Tribunals, the issue whether remuneration levels are too high or too low deserves careful attention. Moreover, all possible methodologies for determining the amounts of payments to counsel should be considered.	**Implemented.** • The Registry has implemented various methods for determining payments to defence counsel. For instance, the Registry maintains a record of actual time spent by counsel in court and in the Detention Facility. • Two additional measures are at an advanced stage of planning: remuneration in accordance with a schedule of fees related to specific legal work rather than hourly billing; and appointment of a taxing master to determine appropriate fees.
35	In order to ensure that the qualifications required of counsel to be eligible to be assigned as defence counsel are appropriate, the ITFY standards for experience should be brought more in line with	**Implemented.**

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	those of the ICTR, and in both cases elevated to require at least five years of criminal trial experience.	
36	In order to better ensure accuracy and care in the preparation of claims by defence counsel for defence costs, each assigned counsel might be required to certify to the relevant Chamber as to the accuracy of and their entitlement to the payments claimed.	**Implemented.** The Registry requires that counsel certify the accuracy of fees and disbursements and investigators' charges.
37	In order to resolve the problems resulting from counsel appearing before the Tribunals who are unfamiliar with them and their procedures, with resulting delay and inefficiencies in Tribunal proceedings, training programmes should be developed dealing with the rudiments of Tribunal practice.	**Not implemented.** The organization and the implementation of training programmes for defence counsel need further examination.
38	In order to reduce the costs and delay associated with changes of assigned counsel, the requirement that a change of counsel will be permitted only on a showing of exceptional circumstances should be adhered to, especially if there is any indication that a motion to change counsel is in any way related to efforts by the accused to improve on existing financial arrangements with counsel.	**Implemented.** The Trial Chambers have permitted change of defence counsel only upon a demonstration of exceptional circumstance.
39	If in the future the Registrar, after consultation with the judges, considers it desirable to improve the geographical spread of counsel who can be assigned, this might be done by establishing national priorities for adding new names to the list of counsel who can be assigned, rather than by denying assignment of those already on the list.	**Not implemented.** The problem in the case of ICTR lay not in any geographic imbalance in the list, but in a possible collusion between the accused and a certain group of lawyers to select from the list only the lawyers from, or recommended by, that particular group, ignoring all other names on the list; • Rules 44 and 45 set out the criteria to be met by a lawyer wishing to be inscribed on the list and do not include the geographical balance factor; • Given the above, and the fact that the context in which the geographical balance criterion is mentioned in the judicial decisions with respect to assignment of counsel, it will be legally difficult, in the opinion of the Registry, to refuse to inscribe someone who meets the criteria as set out in the Rules, based

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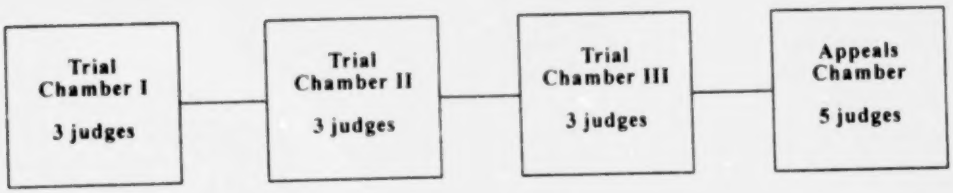
		on geographical criteria, as suggested by the Expert Group. The list of would-be defence counsel is already in existence, having been established without reference to geographical balance.
40	In view of the extensive research needed by the judges, the prosecution and the defence for their work, the Library and Reference Units play a key role and should have the necessary resources.	**Implemented.** The Library at ICTR, which was established in 1998, has expanded significantly.
41	To ensure that the Language Services Sections of the Registries better contribute to the effective functioning of both the Chambers and the Office of the Prosecutor, it is essential that required resources be provided and that priorities be adhered to in the translation of documents.	**Implemented.** A Translation Facilitation Committee has been set up at ICTR to identify priorities in the translation of judicial documents. A documents control officer has been recruited to assist in the streamlining of this service.
42	In order to better cope with priority translation needs, it is suggested that the Chambers, at the inception of a case, might require the parties to provide, on an ongoing basis, as much advance notice and information as possible with respect to the documents they expect to submit.	**Implemented.**
43	In order to give the Chambers powers of supervision and control over their own judicial assistants and secretaries, their internal administrative matters, and budget proposals relating to the Chambers: • The current system for the selection of judicial assistants, in which the judges have the decisive voice, should be continued; • Since the judicial assistants and the secretaries work for the judges under their direct control and supervision, the judges should be responsible for, and sign, their performance evaluations; • The judges should be entitled to submit to the General Assembly budget proposals which they feel satisfy their needs; • Each President, as the senior official of the respective Tribunal, should feel free to transmit proposals on the entire Tribunal budget to the Registrar, without prejudice to	**Partially implemented.** • Judges select candidates for judicial and secretarial support; • Effective June 1999, a Selection Committee for Chambers plays the role of what would otherwise be the departmental panel for all recruitment related to the Chambers; • Judges draft and sign performance evaluation forms for their assistants and secretaries; • Judges continue to prepare their budgetary requirements. Recommendations for the direct submission of budget proposals by judges to the General Assembly and a delegation of administrative authority to the Chambers have not been implemented. (See comments of the

Recommendation No.	*Recommendation*	*Action taken or to be taken to implement the recommendation*
	the authority of the latter to submit to the Secretary-General the overall budget proposals for the Tribunal as a whole; • The Secretary-General might appropriately issue a revised delegation of authority or an administrative instruction realigning, to the Bureau of the Chambers, control over their internal administrative matters.	Secretary-General and the Registry (A/54/850, paras. 165-174).)
44	To avoid disruption of the work of the Office of the Prosecutor through the application of the normal United Nations rules relating to the period of service of interns attached to that Office, consideration should be given to allowing, through an exception to the rules, those interns assigned to trial work to be appointed for a period of one year or the duration of the trial to which they are assigned, whichever is longer.	**Not implemented.** Interns can neither apply for nor be considered for regular positions within six months following the end of their internship.
45	In order to reduce misperceptions as to the relationship between the Chambers and the Office of the Prosecutor, to increase the efficiency of that Office by giving it control over certain supportive administrative units and to better reflect the independence of the Prosecutor, a realignment of administrative matters, through a re-delegation or administrative instruction, should be considered.	**Not implemented.** (See the Registry's comments (A/54/850, paras. 190-200) and those of the Secretary-General (ibid., para. 207).)
46	On balance, there seems to be no compelling reason for a recommendation that the Security Council amend the Statute to provide an independent Prosecutor for ICTR. However, the Expert Group trusts that the Prosecutor will find occasion for more frequent visits to ICTR, covering longer periods of time and continuing close oversight of the ICTR prosecutorial operation in order, inter alia, to ensure similar standards in regard to the supervision she exercises over her staff, whether in The Hague or in Arusha/Kigali. At the same time, some recognition should be given, at the appropriate time in the future, to the special responsibilities which devolve upon the Deputy Prosecutor in Kigali in terms of the more independent nature of his work, which includes day-to-day contact with senior officials in the Government of Rwanda.	**Implemented.**

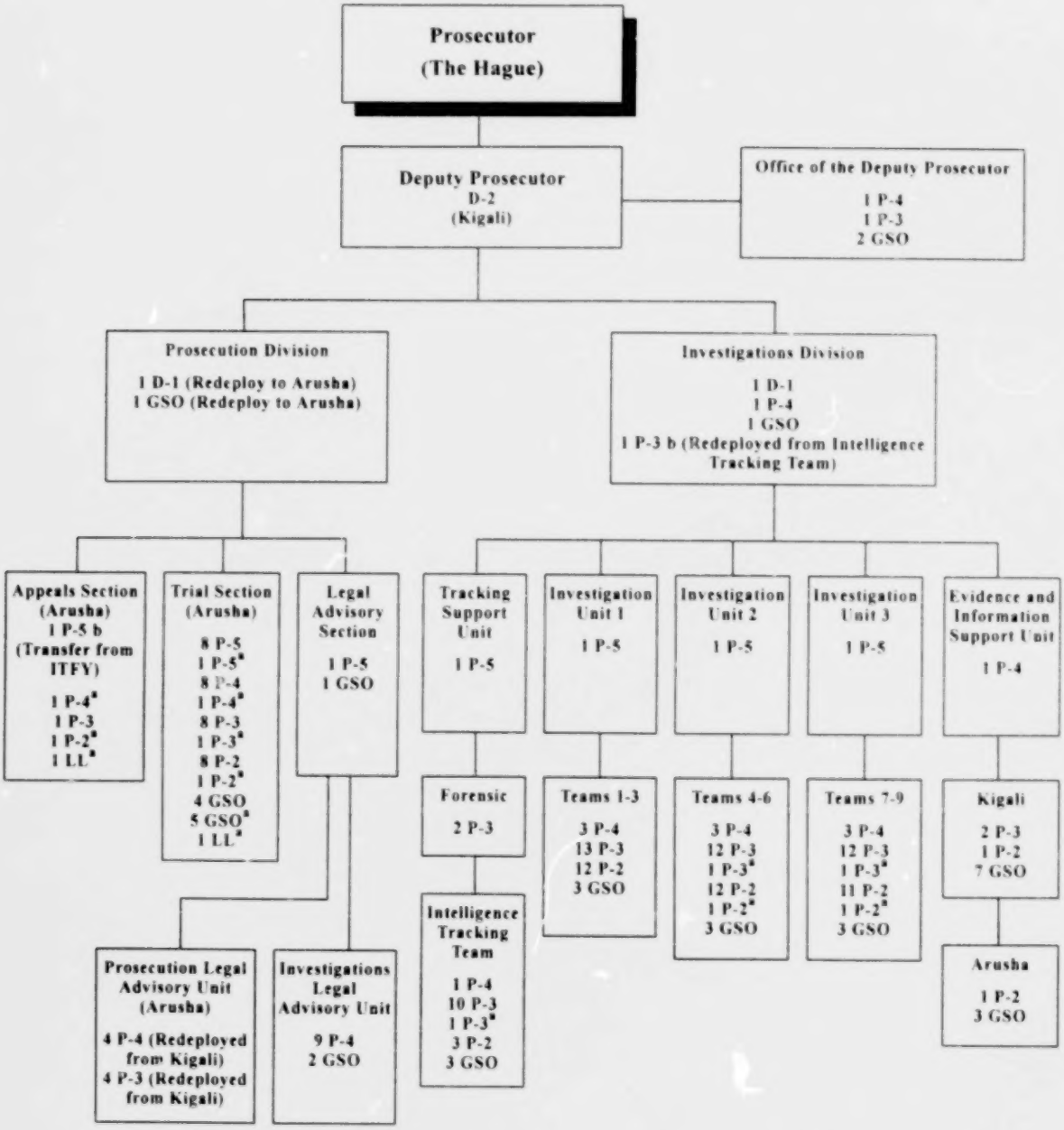
Annex VIII

Organizational structure and post distribution of the International Criminal Tribunal for Rwanda

A. Chambers

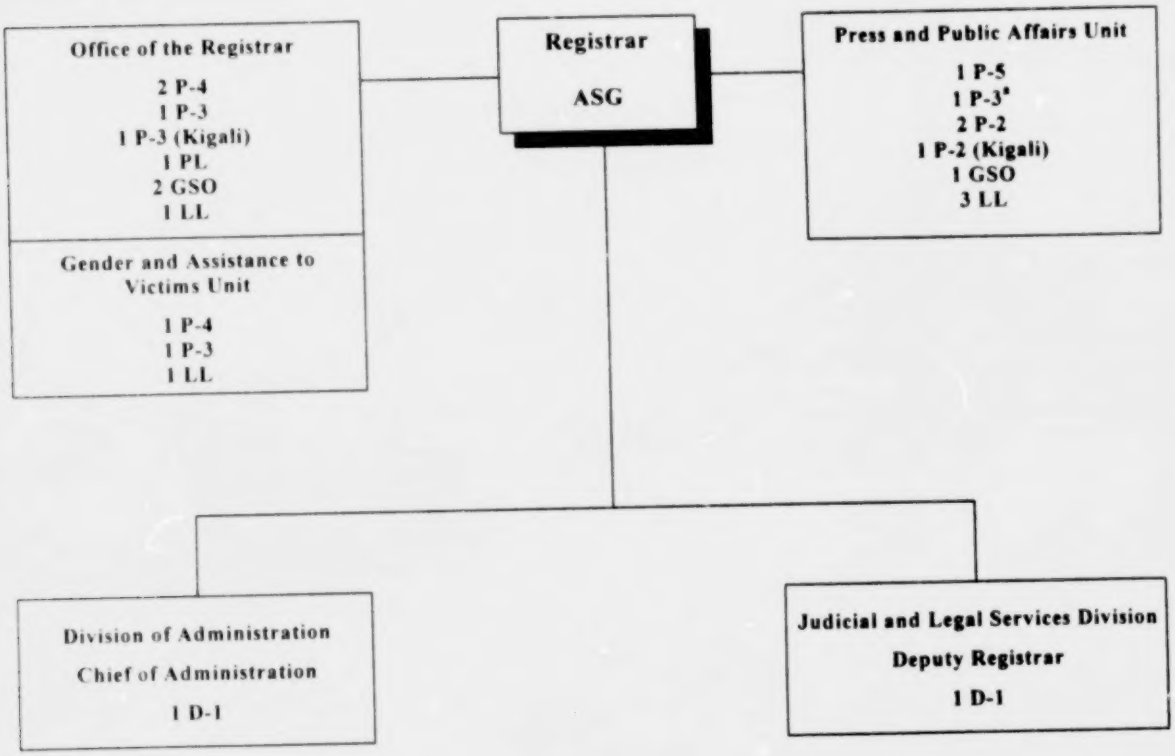


B. Office of the Prosecutor



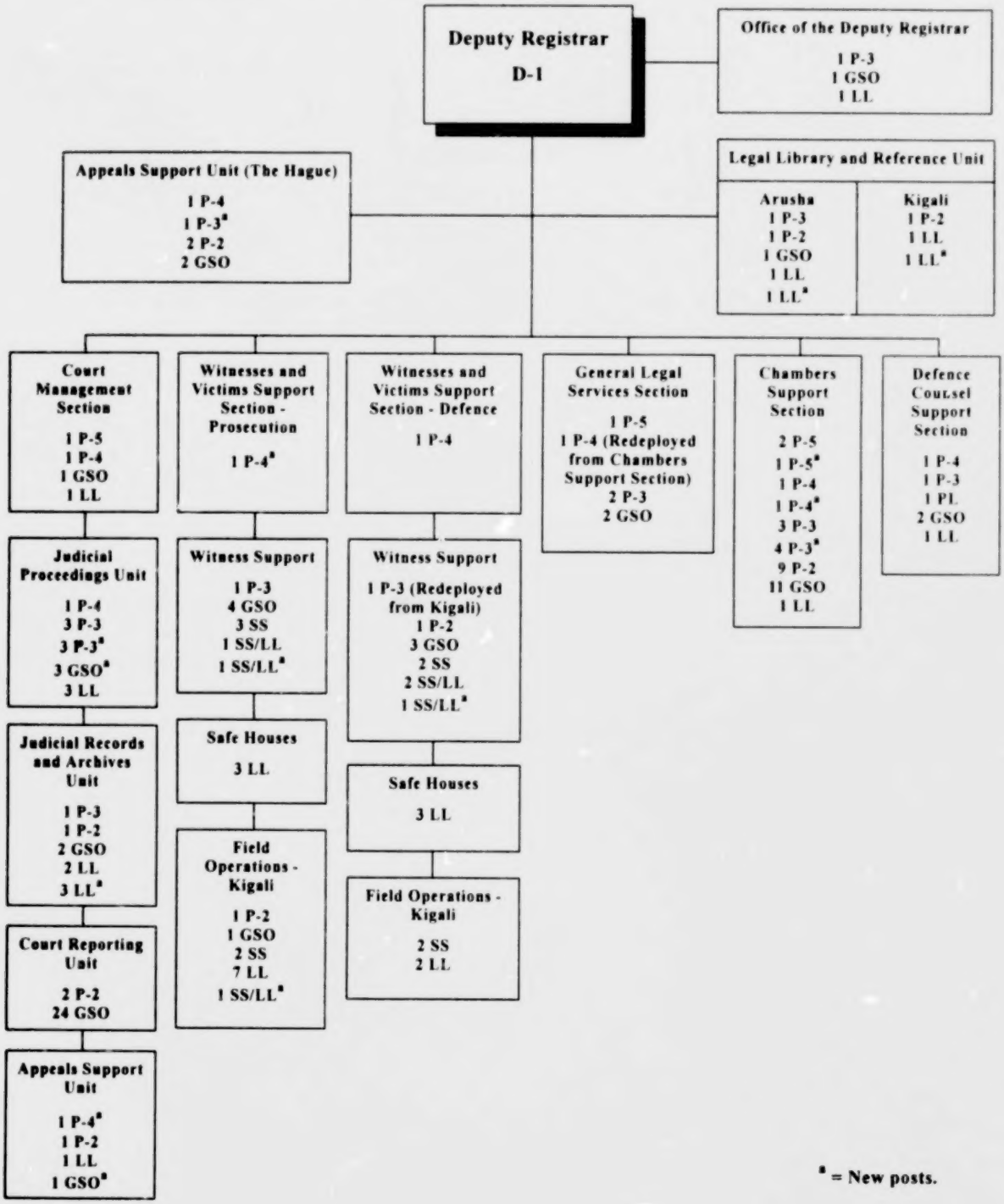
[a] = New posts.

C. Registry



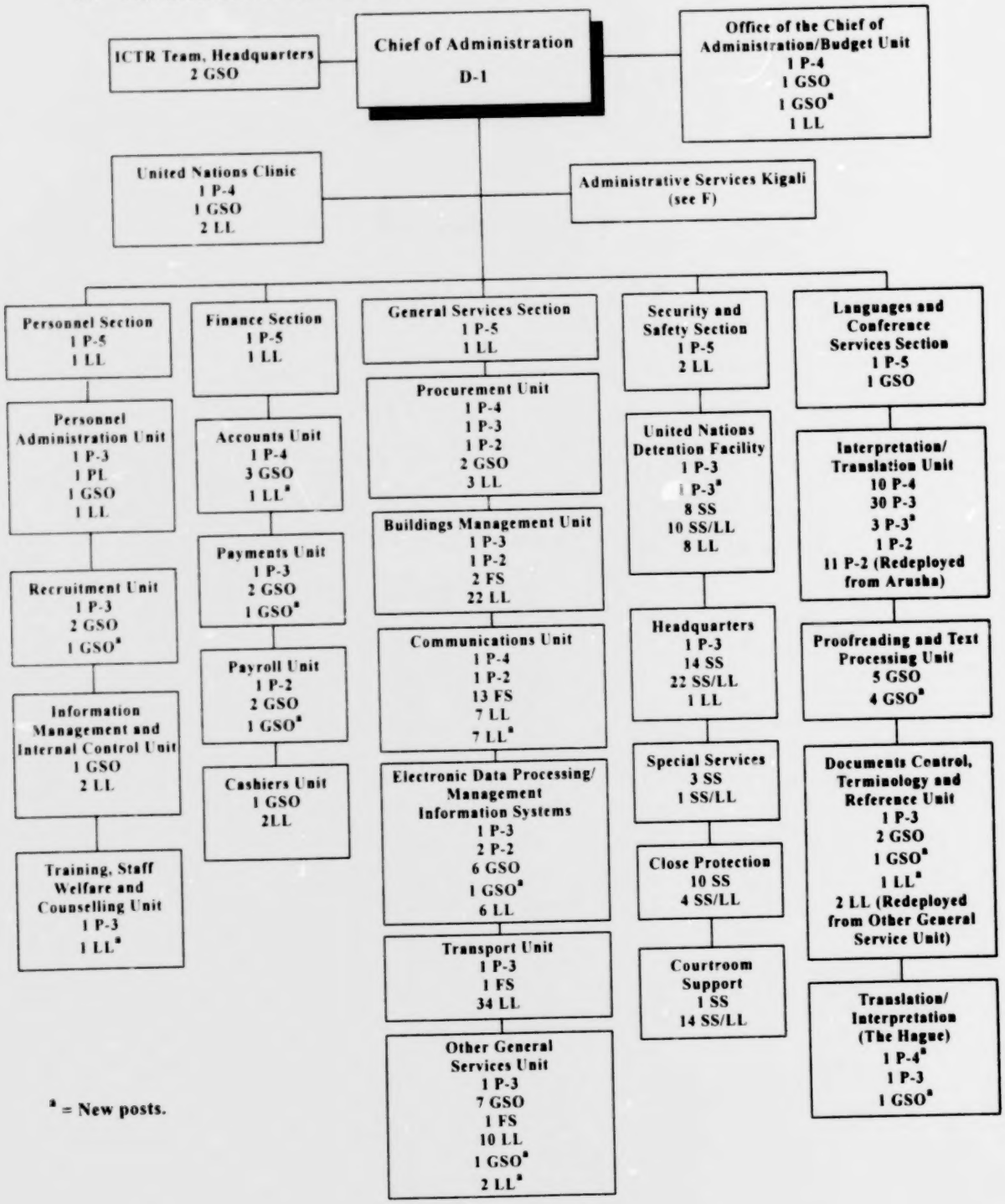
[a] = New posts.

D. Judicial and Legal Services Division



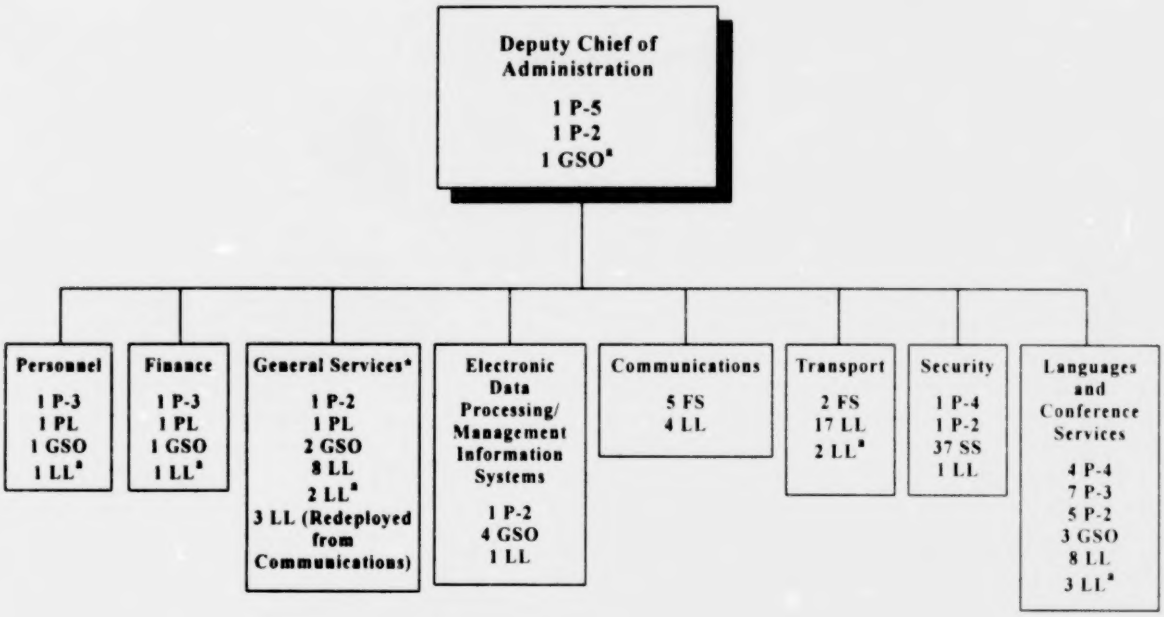
[a] = New posts.

E. Division of Administration



[a] = New posts.

F. Administrative Services, Kigali



* Including Procurement, Registry, Property Control, Inventory/Receiving and Inspection, Supply Stores, Buildings Management and Travel and Shipping.

[a] = New posts.

Annex IX

Estimated additional annual resource requirements for financing two additional Appeals judges

1. Recommendation 20 (see A/54/634) of the Expert Review Group established by the Secretary-General pursuant to General Assembly resolutions 53/212 and 53/213 of 18 December 1998, states that, in order to increase the work capacity of the Appeals Chamber, two further judges and the associated additional staff that would be required should be added to that Chamber, although the proposal might not lead to as satisfactory a result as the permanent separation of the Appeals Chamber. The judges of ICTR supported the expansion of the Appeals Chamber recommended by the Expert Group, and agreed in a joint decision taken by ICTR trial and appeals judges at the plenary in February 2000 that the two additional judges for the Appeals Chamber should be assigned from the ICTR Trial Chamber and their positions should be filled by new appointments.

2. Recommendation 21 of the Expert Group states that, in order to meet the need for more judges to deal with the increased workload, the use of temporary ad hoc judges might be favourably considered if it remained the only practical solution for expediting completing of the Tribunals' missions. The ICTR judges indicate that a provision for ad litem judges is not necessary in the ICTR to serve current needs.

3. In accordance with General Assembly resolution 54/240 A of 23 December 1999, the report of the Expert Group (A/54/634) and the note by the Secretary-General transmitting the comments and observations of the International Criminal Tribunal for Rwanda and of the Secretary-General thereon, were submitted to the General Assembly through the Advisory Committee on Administrative and Budgetary Questions (A/54/850). The General Assembly in its resolution 54/240 B, took note of the report and comments thereon, including the observations and recommendations of the Advisory Committee (A/54/874), and requested the Secretary-General to transmit to the Security Council the report of the Expert Group together with the note of the Secretary-General. The Security Council is yet to take a decision on matters relating to changes to the Statute.

4. Should the Security Council decide to add to the Appeals Chamber two judges, and decide that those judges should be drawn from ICTR, and therefore fall under the ICTR budget, the related additional cost would amount to US$ 778,600 gross ($744,800 net), including the non-recurrent costs, for the first year, and $578,600 gross ($544,800 net) annually thereafter, as detailed below:

Appeals Chambers

Salaries and allowances of judges

5. An annual provision of $380,000 would be required for salaries and allowances of the additional two appeals judges, as follows:

(a) Annual salaries for the two judges ($320,000);

(b) Common costs of the two judges ($60,000) to cover relocation/installation allowances; education grant, etc.

Travel

6. Estimated provision amounting to $21,300 would be required to cover the travel of the two additional appeals judges to Arusha, as follows:

(a) Travel of the judges to hear appeals cases in Arusha ($13,600);

(b) Travel of the judges to attend one plenary session ($7,700).

Registry

Temporary posts

7. It is estimated that requirements in the amount of $143,500, corresponding to two P-2 posts of legal assistants to the judges and one General Service (Other level) post, would be required to provide legal and secretarial support services to the additional judges of the Appeals Chamber.

Furniture and equipment

8. Resources estimated at $100,000 would be required for the acquisition of (a) additional furniture and equipment for the additional two judges and the associated new staff ($75,000) and (b) EDP equipment such as computers and printers.

Construction, improvement and alteration of premises

9. The requirements amounting to $100,000 relate to the alteration and adaptation of space for judges' chambers and office space for the additional staff required for supporting the additional appeals judges at The Hague.

Staff assessment

10. Staff assessment for the additional staff supporting the additional appeals judges would amount to $33,800.

11. These requirements are not included in the overall budget proposals of ICTR for 2001, pending a decision by the Security Council on matters relating to changes to the Statute, namely, the expansion of the Appeals Chamber. The additional cost of financing the additional judges and the related support staff would amount to $778,600 gross (744,800 net), should the Security Council decide to add two appeals judges to the Appeals Chamber.

Annex X

Financing of the International Criminal Tribunal for Rwanda

	Gross	*Net*
	(United States dollars)	
Estimated appropriation for 2001	95 056 600	86 616 600
Add:		
Estimated unencumbered balance for 1998-1999 that was taken into account and reduced from the assessment for 2000 (see resolutions 54/240 A and B)	2 000 000	1 816 000
Less:		
Actual unencumbered balance for the biennium 1998-1999 as of 31 December 1999	(2 937 000)	(1 988 700)
Interest and other miscellaneous income for 1998-1999 as at 31 December 1999	(2 667 000)	(2 667 000)
Estimated unencumbered balance from the 2000 appropriation as at end 2000	(4 237 100)	(3 851 900)
Balance to be assessed for 2001, of which:	87 215 500	79 925 000
Contributions assessed on Member States in accordance with the scale of assessments applicable to the regular budget of the United Nations for 2001	43 607 750	39 962 500
Contributions assessed on Member States in accordance with the scale of assessments applicable to peacekeeping operations for 2001	43 607 750	39 962 500